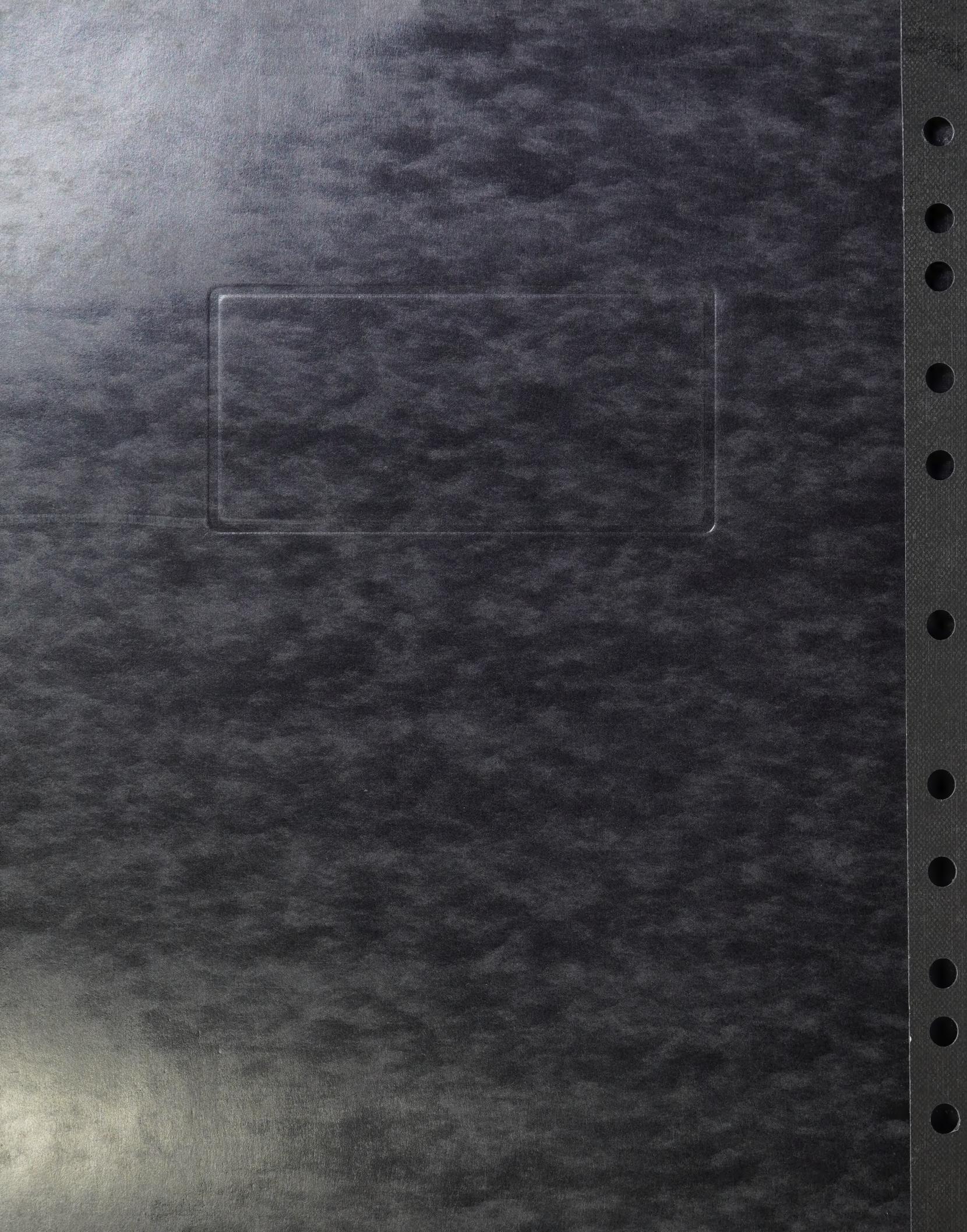


URBAN
MUNICIPAL

CA3 ON HW W26
A33B
2001

AGENDAS/MINUTES
BUSINESS COMMITTEE OF THE
HAMILTON-WENTWORTH
DISTRICT SCHOOL BOARD
JUNE 19, 2001 ...



**URBAN
MUNICIPAL**

THE HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD

CA3 ON HW W26
A 33 B
2001

BUSINESS COMMITTEE
TUESDAY, June 19, 2001

***Please note the date and time.**

6:30 p.m.

A G E N D A

6:30 p.m.

1. Call to Order
2. Approval of Minutes of May 10, 2001
3. Business Arising from the Minutes
4. Approval of Agenda

L. Orban

DELEGATION:

5. Rosedale Vice-Principal Allocation

ACTION ITEMS:

6. Enrolment Report – March 31, 2001 D. Grant
7. Community Use Of Board Facilities 2000/2001 Report D. Grant
8. Acquisition of Wills School Bus Lines by Attridge Transportation Inc. D. Grant
9. School Budget Surplus Carry Forward D. Grant
10. Tender Results:
 - a) Bell-Stone Roofing A. Cupido
 - b) Highland Secondary School Dust Collection System A. Cupido
11. Renewal Projects – Summer Projects 2001 A. Cupido
12. District Heating Initiative A. Cupido
13. Notice of motion re smoking I. Thompson
14. Request for Update re Vocational Programs L. Orban

15. Public Questions for Clarification

CORRESPONDENCE:

DISTRIBUTION:

Future Meetings:

Board	June 28, 2001	8:00 p.m.
Education Committee	September 6, 2001	7:00 p.m.
Business Committee	September 13, 2001	7:00 p.m.



MINUTES OF THE BUSINESS COMMITTEE

May 10, 2001

Those present: Lillian Orban (Chair), Judith Bishop, Robert Barlow, Eleanor Johnstone, Wes Hicks, Wayne Marston, Laura Peddle, Ian Thompson, Ray Mulholland and Reg Woodworth [arrived 7:30 p.m.].

Regrets: Bruce Wallace

In attendance: M. Matier (Director of Education and Secretary), D. Grant (Superintendent of Business and Treasurer), K. Bain (Superintendent of Education – County West), N. Campbell (Superintendent of Education – Mountain West), K. Croxall (Superintendent of Education – County East), A. Cupido (Superintendent of Plant Services), P. Gillie (Superintendent of Education – City East), C. Reid (Superintendent of Education – City West) and J. Wibberley (Superintendent of Education – Secondary West).

1. Call to Order

L. Orban called the meeting to order at 7:09 p.m.

2. Approval of Minutes of April 12 and 19, 2001

It was moved by W. Hicks: That the Minutes of April 12 and 19, 2001 be approved.
CARRIED.

3. Business Arising from the Minutes

Nil.

4. Approval of Agenda

It was moved by I. Thompson: That the agenda be approved as presented.
CARRIED.

ACTION ITEMS:

5. 2000/2001 Financial Report – March 31, 2001

L. Veerman highlighted the report.

The projected deficit of \$2.97 million is due to transportation, retirement gratuities and energy costs.

It was moved by W. Marston: That the 2000/2001 Financial Report – March 31, 2001 be received for information.

L. Veerman advised members that they are still in the process of collating final expenditures and will be submitting a report to the Ministry.

To the motion, **CARRIED.**

6. Barton Secondary School Phase III Renovations

A. Cupido outlined the report. He advised members these renovations would be identical to the renovations at Glendale Secondary school.

It was moved by L. Peddle: That the Barton Secondary School Phase III Renovations project be awarded to the low bidder Derbtile Construction Inc., in the amount of \$1,608,000.00 plus GST.

In response to a query, A. Cupido clarified that if this item were delayed it would end up costing the Board more money.

To the motion, **CARRIED**.

7. Tender Results – Window Replacements

A. Cupido outlined the report. Noting with the added cost of natural gas, this has increased the need to replace windows.

It was moved by R. Barlow: That the Board approve the awarding of window replacement contracts to the recommended Contractors listed in Appendix 1.

A. Cupido advised members that many of the County schools had already received new windows in recent years; however, city schools had not.

E. Johnstone asked whether any of the new windows were being replaced on schools that are closing. A. Cupido assured members there were not.

To the motion, **CARRIED**.

8. Building Renewal Program 2001/2002 – Year Three

A. Cupido presented the report advising members the items were listed by priority. The most costly renovations include roofing and asbestos removal.

He added there are identified items that could begin this summer. If the Board receives additional grants the list could increase; however, the Board requires 3 times the amount of funding they are getting now.

L. Orban commended A. Cupido on his leadership in our Board.

It was moved by R. Barlow:

- (a) **That the Year Three of the Building Renewal Program, listed in Appendix 1, be accepted for implementation commencing September 1, 2001.**
- (b) **That the Superintendent of Plant Services be authorized to proceed with selected projects listed on Appendix II prior to September 1, 2001. Costs incurred in 2000/2001 to be funded on a temporary basis from working reserves.**

R. Barlow asked if the Board spent \$6.9 million last year also on this project. D. Grant noted that is approximately the current budget for school renewal projects. The Board is still waiting for funding information to come back from the Ministry. He added if the numbers are higher for school renewal then that money will be spent on school renewal.

R. Barlow wondered if there are other projects and the cost. A. Cupido responded that there is \$27 million in projects listed.

In response to a query, A. Cupido clarified that approximately one half to three quarters of the listed projects are urgent to high priority.

I. Thompson asked if there were any health and safety hazards for students. A. Cupido advised that any health and safety issues are being addressed through the capital project budget.

D. Grant clarified that school renewal funding is enveloped for school renewal purposes.

To the motion, **CARRIED**.

9. Trevlac Hardware Action Plan

W. Joudrie outlined the recommended action re outstanding issues regarding Trevlac. He reminded members that two reports regarding certain issues have been brought to the Business Committee. One identified area was Trevlac related hardware. He clarified that this recommended action would address each of the five specific issues identified.

W. Marston asked if all servers are sharing the same data and if one machine is changed would all others change also. W. Joudrie responded that each school's data would be separated.

J. Bishop asked if there should be a concern about access to data. W. Joudrie responded that there would be numerous points of access to the computer data; however, it will be secure. He added that the way Trevlac data is set up allows for the use of a software package called crystal reports.

J. Bishop asked whether information such as where a student is coming from would be readily available. W. Joudrie responded that the only caution would be that data outside the school has to be given with some parameters.

L. Orban commended W. Joudrie on a thorough report.

To the motion, **CARRIED**.

10. Library Automation R. F. P.

W. Joudrie advised members that Anne Church, Acting Head Librarian and Marilyn Legault, Systems Librarian were here tonight.

R. Mulholland asked for the current permanent staffing complement in the library. W. Joudrie clarified there is an acting head librarian, systems librarian, a library secretary and four library technicians.

It was moved by R. Mulholland: That Epixtech be approved as the Library Automation Software for The Hamilton-Wentworth District School Board.

J. Bishop pointed out there have been several attempts to automate our libraries in the past and this seemed like an excellent opportunity that this will now happen.

To the motion, **CARRIED**.

11. Liquor License Request – Scott Park Secondary School

M. Matier outlined the report on behalf of E. Bond. He advised members this event is to celebrate the closure of Scott Park School.

R. Barlow asked where any revenue from this event would be going. M. Matier responded this would be spent on the expense of running the evening.

It was moved by R. Barlow: That The Hamilton-Wentworth District School Board grant permission to the Scott Park Secondary school Reunion Committee to acquire a liquor license for a reunion for alumni to be held at Scott Park Secondary School, June 2, 2001.

CARRIED.

12. Interim Report of the Catchment Re-definition Committee

D. Grant outlined the report. He added the committee was directed to complete their work in phases and this was their first report.

It was moved by J. Bishop: That the Interim Report of the Catchment Re-Definition Committee be received for information purposes.

CARRIED.

13. Transportation Policy Review

D. Grant drew attention to page 13-5. He noted that all changes were highlighted in the report. Referring to Clause 1c), D. Grant clarified there is no change to the intent of the original 1 c).

D. Grant then referred to page 13-7, Clause 4c), noting the only change was to the tense of the wording.

Last change is Clause 6). If this rewording is approved we do not anticipate any significant change to transportation service currently provided. This will allow the current practice to continue.

L. Orban, speaking as a member of the Joint Advisory Committee, noted that the Joint Advisory Committee felt the issue of transportation for gifted students required further clarification.

It was moved by E. Johnstone: That the amendments to the Transportation Policy be approved as outlined in the Transportation Policy Review report dated May 10, 2001.

E. Johnstone asked if there was an appeal process in the policy. D. Grant responded one of the items on the mandate of the transportation hazard review committee was to recommend a procedure that was dealt with at the November 2000 Business Committee. This is referenced in Article 4c) and will become part of the administrative procedures.

At this time, R. Mulholland assumed the Chair.

L. Orban referred to item 6 that discussed transporting special education students. It would be very costly for the Board to transport a gifted student for example, from Winona to Westmount. She added that Westmount is not a Board designated school for gifted students.

D. Grant clarified that this is an approach to maintain the status quo in an equitable manner. He noted that typically secondary schools would want to hold on to their gifted students so a major influx of gifted students to Westmount or Westdale schools is not anticipated.

W. Hicks stated that a report re the Westmount Program would be brought to trustees. He felt the discussion should remain on transportation, not the program at Westmount.

Speaking in support of the motion, J. Bishop believed this was equitable approach to this issue. She noted there are several safeguards including the need for the student to have had an IPRC and the approval of both the receiving and sending principals and the Superintendent of Education.

L. Orban resumed the Chair.

To the motion, **CARRIED**.

14. Scott Park Child Care

C. Reid outlined the report.

It was moved by L. Peddle: That The Hamilton-Wentworth District School Board notify the Umbrella Family and Child Care Centres of Hamilton that, regrettably, it is not in a position to provide funding to cover the cost of relocating Scott Park's Children's Centre from its present location and the costs of renovation at a new location.

Although reluctant to put the motion on the floor, L. Peddle stated this is the reality of a lack of money the Board has. She added that the new Templemead School made an arrangement that the daycare will pay back the costs of the building.

A. Cupido had staff meet with representatives from the Umbrella Board and an estimate for room improvements at approximately \$15,000 - 20,000 was determined. He added there are complications due to requirements under The Child Development Act. For example, window space and additional parking and drop off areas. These things could be done but at quite an additional cost.

R. Woodworth asked whether or not they had looked at other schools to house this program. C. Reid responded that other locations were considered; however, none were feasible. He added when moving either east or west of Scott Park other sites were out of the area of the students the child care centre were serving.

E. Johnstone asked if the group had applied for any grants discussed at the former meeting.

J. Bishop clarified that the child care centre are unable to ask for grants when they are not fully licensed.

W. Marston wondered if there was the potential for more funding and if it would be worth waiting for one more meeting before making a decision.

J. Bishop thanked C. Reid and A. Cupido for their support in gathering information on such short notice. She added that the Umbrella Board is not giving up on the need for this Centre. They support the Centre in meeting high needs' children. They had hoped to move into Delta Secondary; however, this did not work out. She added she hoped the Board would reconsider looking at the new Sanford School as a future site for the daycare.

To the motion, **LOST**.

Pointing out that there are not many options due to the lack of funding, at this time,

It was moved by J. Bishop: That conditional on the Umbrella Funding finding other funding elsewhere by June 30, 2001 The Hamilton-Wentworth District School Board will provide \$5000 toward the relocation costs of Scott Park Child Care Centre.

J. Bishop noted that if money cannot be found elsewhere then the Board will not provide money.

To the motion, **CARRIED**.

15. Update: New School on Templemead Road

D. Grant presented the report.

It was moved by R. Barlow: That the Update: New School on Templemead Road report dated May 10, 2001 be received for information purposes.

In response to a query, D. Grant hoped that the Board would be in a position to take action on this property by late summer or early fall 2001. If municipal planning approval isn't available by October 2001, administration would need to revisit this issue in order to reprioritize other pressing construction projects.

To the motion, **CARRIED**.

It was moved by E. Johnstone: That the open session of the Business Committee adjourn at 9:20 p.m.

CARRIED.

kc

D E L E G A T I O N

*BUSINESS COMMITTEE
2001 06 19*



5

June 7, 2001

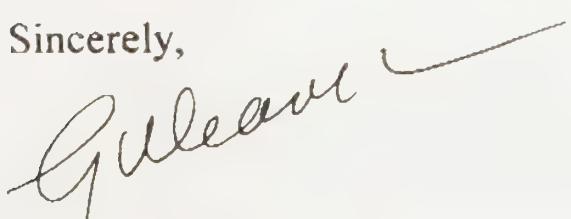
Trustees,
Hamilton-Wentworth District School Board

Enclosed please find the letter that Rosedale School Council sent to Mr. Wayne Joudrie, a bulletin distributed to Rosedale parents, and a letter from a Rosedale School teacher.

There is no need to repeat the details in each of these letters nor try to match the passion. **However**, we do not want to lose our current principal. We cannot imagine our school, with 250 pupils, not having a full-time Principal. We feel that Mrs. Robertshaw, our current Principal, should be given the opportunity to complete her 3-year plan and see it through to fruition. One more year will greatly improve Rosedale's morale and build a firm foundation for the future.

Hopefully, as trustees, you will consider our appeal, setting aside placement guidelines and the bottom line. This school has suffered enough because of the numbers game.

Sincerely,



Glenn Weaver
Rosedale School Council, Co-chair

June 15, 2001

Mr M. Matier
Secretary of the Board
Hamilton-Wentworth District School Board

Dear Sir,

Attached are letters that we have already sent to the Trustees, staff and politicians regarding our concern with the loss of our full-time Principal at Rosedale Elementary School.

Concerns that we will bring before the Committee of the Whole are:

1. Safety

Without a full-time administrator on site, we feel that our teachers and staff will not be capable of safely handling the many day-to-day emergencies that are presented to the office.

2. Morale

Our students, teachers and staff, and the community will once again feel the stress of this change. We have in recent years, undergone too many changes in administration and staffing

3. Loss of Continuity

It will be difficult to maintain the vigour and efficiency of our new programmes without our full-time administrator.

In addition, we hope to use some numbers as to total population, the number of challenging students etc. to show our needs.

We look forward to this meeting.

Sincerely,



Glenn Weaver
Co-chair, Rosedale School Council

IMPORTANT BULLETIN FROM ROSEDALE SCHOOL COUNCIL

You need to be aware of a decision that has been made by our Superintendents of Education and School Trustees. School Council has been notified that we will no longer have a full-time Principal at our school. Rosedale has been twinned with Viscount Montgomery School and we have been awarded a half-time VICE PRINCIPAL. This has serious implications for our school as well as Viscount, and we need to address this situation in an urgent manner. Council believes that it is ridiculous to expect that a half-time Vice Principal will be able to administer curriculum expectations while still maintaining the safety and well being of 250 students.

This decision will directly impact academic programming, morale of the staff, students and the community, the ability to deal with student conflicts and behavioural difficulties effectively, and the overall efficiency of the school. Clearly, our current high standard of program delivery and ability to meet the students' needs will be severely compromised.

In order to maintain our current high standards of academic delivery, School Council recommends that it is imperative to have a full-time Principal on site and we believe that our current Principal can best meet the needs of our school.

We urge you to contact all Trustees and voice your dissatisfaction with this unacceptable plan. We have listed the phone numbers on the back of this page.

WE BELIEVE OUR VOICES MUST BE HEARD!!!

Mr. Wayne Joudrie
Superintendent, City East

Dear Mr. Joudrie,

In follow-up to our telephone conversation of May 15, 2001, we would like to further reinforce the importance of School council's strong recommendation that Janice Robertshaw remain in her current placement as full-time principal at Rosedale School.

We anticipate many staffing changes at Rosedale School, possibly 50% of the current staff team. These changes will directly impact the library, computer, learning centre and staff in the junior division. In addition to a significant change-over in teaching staff, our custodian of approximately 5 years has recently transferred and our secretary of 22 years is quickly approaching retirement. While we realize that many of these changes are due to circumstances beyond one's control, they are significant changes none-the-less.

Historically, there have been numerous staffing and administrative changes at Rosedale School. Numerous changes lead to outdated and inconsistent programming, lack of focus and direction for the teaching staff and ultimately, renders our school inefficient. After considerable turmoil, we believe that we have now acquired consistency in programming and strong leadership in Janice Robertshaw.

As you will recall, our School Council's first recommendation and high priority need on the *Principal Placement Needs Summary* was "consistency and continuity of leadership to allow follow through on implemented initiative and evaluation". In view of the many possible changes to the teaching team, we firmly believe that the students, teaching staff, parents and community will be best served by keeping Janice Robertshaw in her current placement as full-time principal. We believe this will allow for her strong leadership and academic programming skills to assist and support the school through a significant year of change.

Rosedale School Council welcomes the opportunity to share our recommendations on the *Principal Placement Needs Summary* and urge you to consider this document, as well as the concerns outlined above, in your decisions regarding principal placement.

Thank you for your time

Rosedale School Council
c/o 207 Cloverdale Ave
Hamilton, ON L8K 4M4

cc: Ray Mulholland ✓
Janice Robertshaw ✓

133 Erin Avenue,
Hamilton, Ontario,
L8K 4W1

Thursday, June 7, 2001

Merv Matier, Secretary of the Board,
Hamilton-Wentworth District School Board,
100 Main Street,
Hamilton, Ontario

Dear Mr. Matier,

I have been a teacher with the Hamilton-Wentworth Board of Education for 13 years, (9 years with Hamilton and 4 years with Hamilton-Wentworth) I teach at Rosedale School and I am also the parent of a Rosedale School student. Three years ago I wrote to you, the trustees, and my superintendent expressing my disillusionment for public education as a result of the changes made to education under the current government. Our education system has become almost solely driven by financial and political factors and the ultimate goals of education have been lost.

In 7 years my teaching assignment at Rosedale School has tripled from being a physical education teacher, to teaching physical education and computers/I.T., to my present teaching role teaching physical education, computers/I.T., and librarian. This increase in workload has all been done within a part-time workload of .5 to .7. During this time also, Rosedale School has lost a music specialist teacher, a physical education specialist teacher, a full-time librarian, a cleaning staff member, the principal's assistant position, and has currently lost the principal position.

When I wrote you previously I told you that "The current situation in education has left me overworked and feeling betrayed, overwhelmed, and totally devalued and unappreciated. It is 'killing' my spirit." My feelings now, after learning of our loss of the principal position at our school I liken to that of an abused individual hit over and over until they no longer feel. So... in order to get on with daily functioning I have found myself blocking out my emotions in order to cope with these job and program losses and the fear of working without a leader. How much more can we take or have to take? We have been hit with cutback after cutback. I find myself paralyzed by the stress of this on-going assault.

I have difficulty respecting the public education system at almost all levels. I continue to be appalled at the lack of humanity with which changes in education have been made and with which administrators in education now employ. As a result I struggle to go to work each day.

It is very clear by the on-going decisions and lack of sufficient funding of the provincial government, that it does not in practice value public education even though its mandate is "quality education" (It is not possible for any Board to provide "quality education" to the learner under the present terms of Bill 160.)

I sincerely hope that those who have chosen leadership roles in education (trustees, directors, and superintendents) will take the time and have the courage to challenge the Harris governments' attack on public education and stand up and say "ENOUGH ALREADY!" I would be most interested in hearing how the issue of insufficient funding and other government reform is being addressed.

I am awaiting your reply.

Respectfully,



Linda Chenoweth

cc Ray Mulholland, Chairman, Hamilton-Wentworth District School Board, Trustee, Ward 4
Judith Bishop, Trustee, Ward 1 and 2 Schools
Eleanor Johnstone, Trustee Ward 3 Schools
Wayne Marston, Trustee, Ward 5 Schools
Laura Paddle, Trustee Ward 6 Schools
Lillian Orban, Trustee Ward 7 Schools
Wesley Hicks, Trustee Ward 8 Schools
Robert Barlow, Trustee, Ward 9 Schools
Bruce Wallace, Trustee, Ward 11 and 12 Schools
Ian Thompson, Trustee, Ward 13 Schools
Reg Woodworth, Trustee, Ward 14 and 15 Schools
Sharon Menicanin, Chairperson, Rosedale School Council
Mike Harris, Premier of Ontario.
Janet Ecker, Minister of Education
Dominic Agostino, MPP, Hamilton East
Marie Bountrogianni, MPP Hamilton Mountain
Brad Clark, MPP Stoney Creek



ROSEDALE PUBLIC SCHOOL

5-6

25 Erindale Avenue,
Hamilton, Ontario.
L8K-4R2
Phone 549-4233

2001 06 15

To Whom It May Concern:

I would like to express my misgivings over the placement of a half-time vice principal at Rosedale.

I have taught for the H.W.D.S.B. since 1966. My career has been in schools with varied challenges, (Hillcrest, Hillsdale, Lloyd George, Lake Avenue).

A widely held perception is that Rosedale is a small school with a supportive community, the ideal teaching situation. Yet, it is here where I have experienced pupils with the greatest needs.

In addition to most classroom challenges of ADHD, behaviours, and immaturity there are and have been pupils with Tourette's syndrome, P.D.D., elective mutism, cerebral palsy, Down's, severe speech and language deficits (5 sent to special classes), wheel chair bound, no speech - use of light pen on alpha-talker, legally blind, severe epilepsy, physical and mental impairment due to brain surgery.

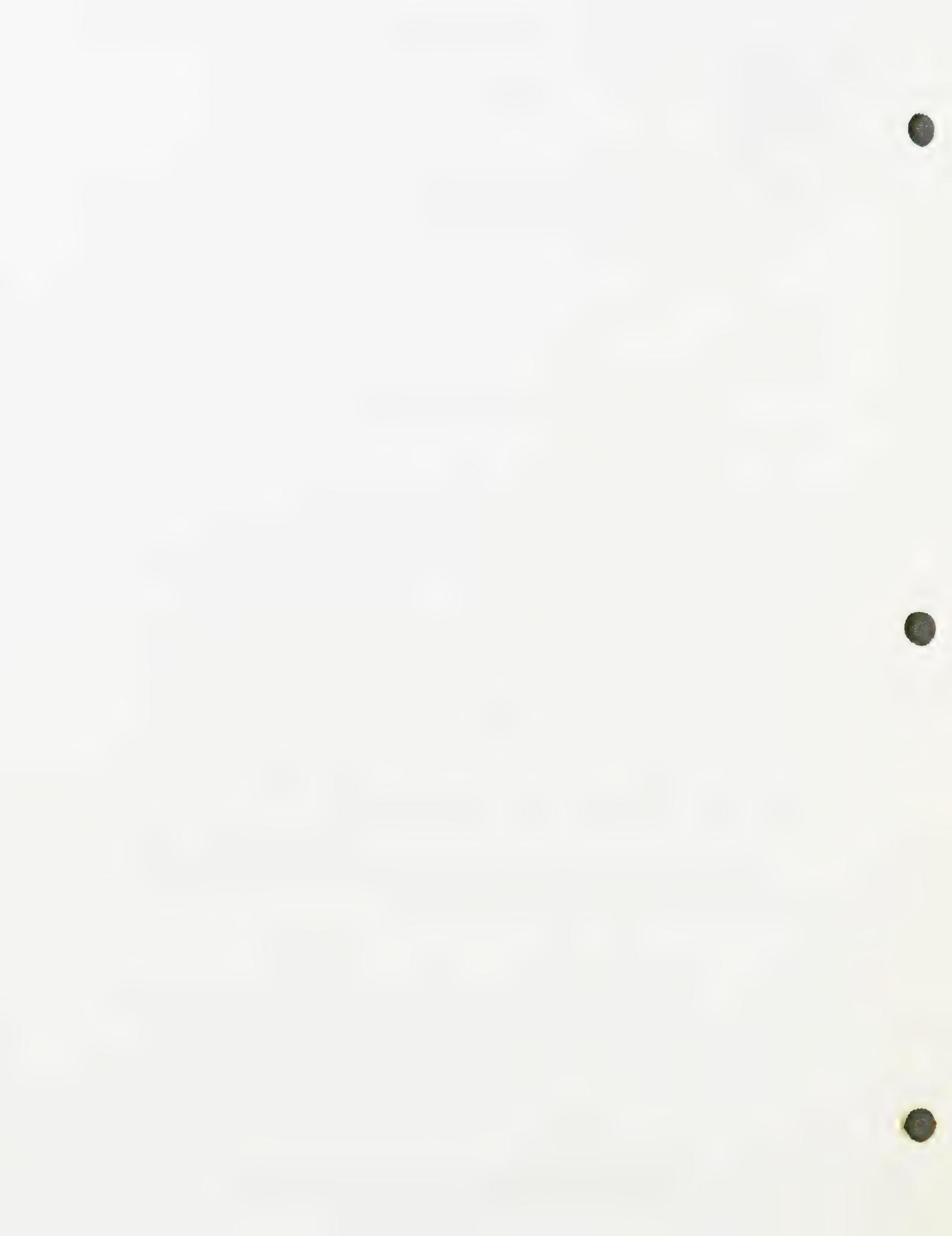
These children's needs have required phenomenal paper work and co-ordination of resources; and have required a team effort of teacher, L.R.T., E.A. and principal to meet coverage needs over lunch, physical education and emergencies.

Several children needing support were caught in the freeze on psycho-educational assessments, our E.A. allocation is down, but the needs are greater. For staff and students' safety, we need to have an administrator in the building.

Sincerely,

Sue Warriner

An Inviting School Award Winner !



A C T I O N I T E M S

*BUSINESS COMMITTEE
2001 06 19*



#6

The Hamilton-Wentworth District School Board

TO: Merv Matier,
Director of Education and Secretary

FROM: Don Grant,
Superintendent of Business and Treasurer

Lucy Veerman,
Manager of Budget

DATE: June 19, 2001

RE: Enrolment Summary - March 31, 2001

Approved for distribution
by the Director

Signature: M. Matier

Date: June 19/01

Recommended Action:

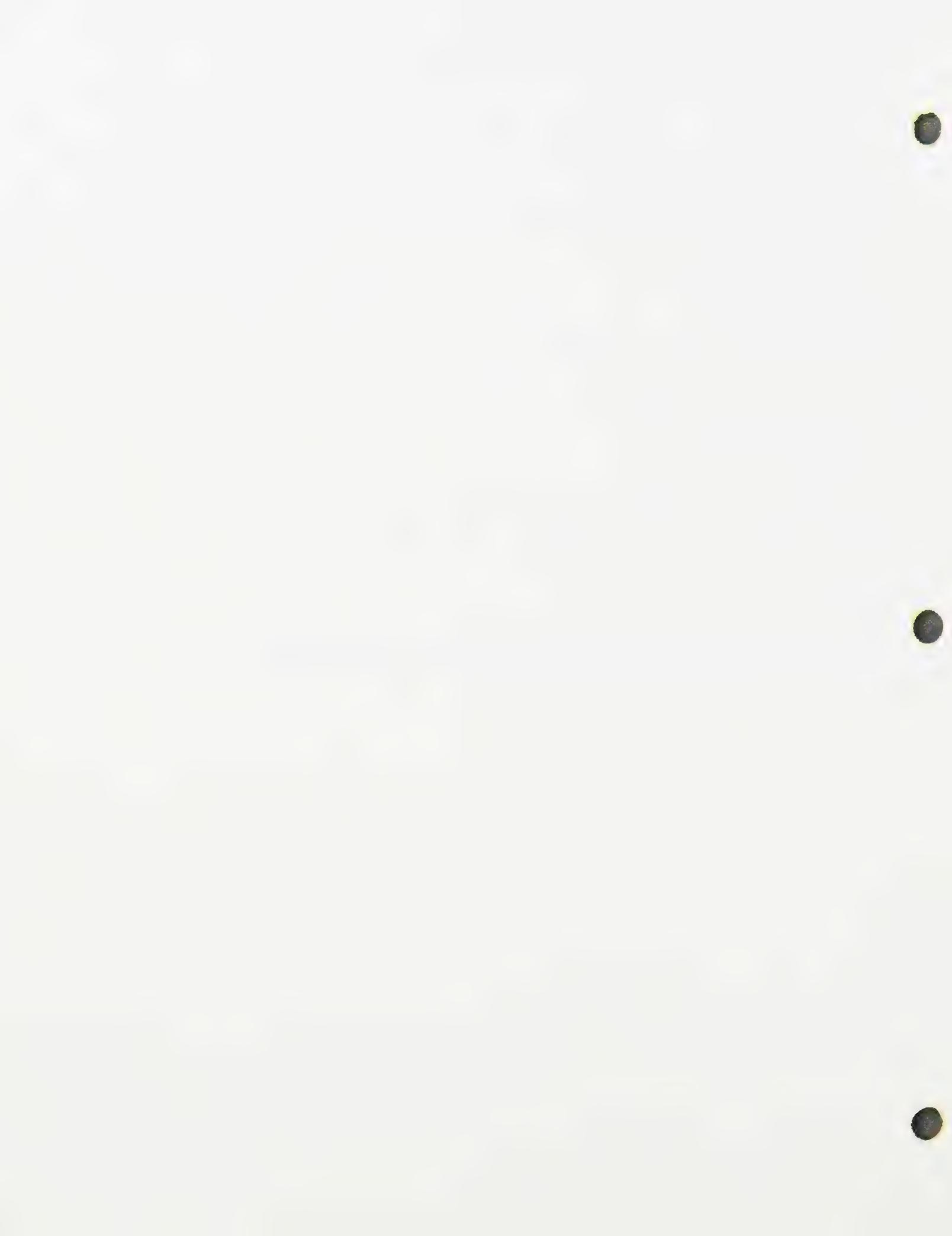
Moved by: _____

That the enrolment summary reports for March 31, 2001 be received for information.

Rationale:

Attached are the enrolment summary reports for March 31, 2001. The reports summarize enrolment by school, grade, credit (where applicable), by head count and full-time equivalent status.

L. Veerman



BUDGET DEPARTMENT

THE HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD

2001 MARCH 31

ELEMENTARY SCHOOL ENROLMENTS

NTY EAST	JK	KGN	GR 1	GR 2	GR 3	GR 4	GR 5	GR 6	GR 7	GR 8	SC-SPED	TOTAL	F.T.E.
John Stone	20	14	22	18	26	25	20	24				169	152,000
Bellmoore	15	16	16	23	29	25	26	34	45	46		275	259,500
Billy Green	18	21	39	29	28	28	48	42	33	44	12	342	322,500
Collegiate Avenue	18	26	28	32	33	30	26	26	34	33	18	304	282,000
Eastdale	21	25	22	20	32	35	31	29	27	25		267	244,000
Green Acres	28	34	30	28	23	30	19	27	52	54	34	359	328,000
Janet Lee	38	49	54	58	46	66	61	62	66	55		555	511,500
Memorial (Stoney Creek)	18	15	28	28	27	32	27	24	32	30	11	272	255,500
Mount Albion	35	31	43	48	42	41	44	64	45	46	24	463	430,000
Mount Hope	24	30	21	32	39	38	32	37	57	59		369	342,000
Mountain View	26	37	32	45	30	34	38	40	32	49		363	331,500
Parkwood	8	16	21	19	23	23	21	24				155	143,000
R.L. Hyslop	22	48	49	41	43	34	46	36				319	284,000
Tapleytown	16	32	37	44	51	44	40	41	41	47		393	369,000
Winona	28	39	48	41	50	37	47	49	50	37		426	392,500
TOTAL County East	335	433	490	506	522	522	526	559	514	525	99	5031	4647,000

COUNTY WEST

Allan A. Greenleaf	40	48	43	40	38	29	33	76	70	65	12	494	450,000	
Ancaster Senior										238	246	12	496	496,000
Balaclava	39	39	54	38	65	56	59	70	48	59		527	488,000	
Beverly Central	23	18	24	16	22	23	24				17	167	146,500	
C.H. Bray	24	36	28	38	48	38	41	59				312	282,000	
Central Park	37	46	42	56		49	79	59				368	326,500	
Dr. J. Seaton					24	22	26	56	97	74		299	299,000	
Dundana	37	32	45	31	46	42	51	52			12	348	313,500	
Dundas Central Public	21	29	29	22	30	20	17	28			16	212	187,000	
Dundas District								119	220	233	35	607	607,000	
Fessenden	17	29	38	39	39	37	56	54			11	320	297,000	
Flamborough Centre	20	18	21	19	20	23	14	98	62	92		387	368,000	
Grange					63	51	61	77			12	264	264,000	
Greenville	33	31	35	30	44	43	29					245	213,000	
Guy B. Brown	40	41	53	45	59	47	57					342	301,500	
Lynden	10	11	11	12	15	14	12					85	74,500	
Manle Lane	45	48	50	61								204	157,500	
Mark Hopkins	47	71	69	57	64	54	70					432	373,000	
McGrove	17	40	46	42	45	39	34					263	234,500	
Pleasant Valley	20	32	24	35	27	29	26	32			11	225	199,000	
Queen's Rangers	31	20	23	22	39	35	31	28			8	237	211,500	
Rousseau	28	26	46	35	39	49	52	57				332	305,000	
Sheffield	10	26	18	24					97	81	81	21	78	60,000
Spencer Valley												280	280,000	
Yorkview	34	37	39	37	45	38	57				12	299	263,500	
TOTAL County West	573	678	738	699	821	768	809	903	816	850	168	7823	7197,500	

CITY EAST

A.M. Cunningham	36	58	54	44	48	43	42				4	329	282,000
Elizabeth Bagshaw	21	33	40	25	29	34	34	122	89	109	11	547	520,000
Fairfield	20	29	30	35	24	37	26				7	208	183,500
Glen Brae								106	105	98	12	321	321,000
Glen Echo	19	40	49	42	46	48	51				6	301	271,500
Hillcrest								133	104	108	44	389	389,000
Hillsdale	36	36	39	48	42	47	35					283	247,000
Lake Avenue	67	85	75	82	78	88	93	85	74	89		816	740,000
Lloyd George	17	26	31	29	29	24	26				11	193	171,500
Memorial	60	61	63	61	55	51	69	76	86	67		649	588,500
Parkdale	36	42	41	43	42	42	38					284	245,000
Queen Mary	51	60	63	63	46	58	50	86	85	86	36	684	628,500
Rosedale	31	28	34	38	35	41	36					243	213,500
Roxborough Park	41	44	58	54	53	51	43				12	356	313,500
Sir Isaac Brock	41	43	50	43	42	50	45				9	323	281,000
Sir Wilfrid Laurier	68	89	91	83	93	106	94				20	644	565,500
Viscount Montgomery	34	28	31	29	41	31	32	77	60	61	33	457	426,000
W.H. Ballard	40	62	59	58	58	39	60	111	100	107	12	706	655,000
Woodward	33	28	46	36	38	36	36				6	259	228,500
TOTAL City East	651	792	854	813	799	826	810	796	703	725	223	7992	7270,500

NOTE: Self-Contained Special Education column includes General Learning Disability (GLD), Behavioural, Comprehensive, Communication, Specific Learning Disability (SLD), Developmentally Delayed, Gifted, Multiple, Physical, Speech and Language, Autistic and Hearing Impaired.

BUDGET DEPARTMENT

THE HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD

CITY WEST	JK	KGN	GR 1	GR 2	GR 3	GR 4	GR 5	GR 6	GR 7	GR 8	SC-SPED	TOTAL	F.T.E.
ACES												32	32,000
Adelaide Hoodless	36	42	59	46	59	56	48	62	49	65	24	546	507,000
Allenby	16	18	13	13	10	18	10					98	81,000
Bennetto												255	255,000
Centennial	66	71	94	53	77	86	62					529	460,000
Central	35	32	26	28	26	23	32					202	168,500
Champlain	72	80	76	61	61	55	49					406	406,000
Chippewa	35	47	52	66	51	54	54					466	390,000
Colborne	56	57	51	59	58	59	65					359	318,000
Concordia	30	46	36	41	40	42	31					405	348,500
Concordia												266	228,000
Dundas	51	64	60	45	50	49	49	42				57	55,900
George Street	23	30	30	30	32	34	26	22				410	352,500
Ice of Wales	37	60	95	58	59	57	60	92	109	109	10	237	210,500
John Philip	41	51	47	42	53	39	38					736	687,500
John Victoria	30	54	48	40	33	33	32					311	265,000
Robert Land	20	25	43	21	38	26	29					277	235,000
Ryerson												223	200,500
Sanford Avenue	57	70	64	75	54	58	44	117	165	145	16	427	427,000
Stinson	43	44	41	41	54	41	31					438	374,500
Strathcona	17	27	16	19	17	14	11	136	134	112	22	159	251,500
Tweedsmuir												32	137,000
TOTAL City West	665	818	851	738	772	744	671	692	660	648	289	7548	6804,900

MOUNTAIN EAST

Burkholder												371	371,000
Cecil B. Stirling	34	34	50	49	46	53	52	110	134	127	11	484	450,000
Eastmount Park	36	32	42	35	44	30	42	49	56	50	12	273	239,000
Fernwood Park	30	29	38	40	33	35	42					247	217,500
Hillin Road	67	46	60	59	59	48	64					421	364,200
George L. Armstrong	38	45	52	40	53	44	35	124	108	124	4	667	625,500
Hampton Heights								113	104	127	33	377	377,000
Highview								136	123	99	46	404	404,000
Huntington Park	51	70	61	71	65	53	66					8	384,500
Lawfield								118	114	114	12	358	358,000
John Alexander	32	55	45	49	36	48	43					20	284,500
Lisgar	25	37	24	33	33	44	37					17	219,000
Peace Memorial	39	33	42	29	45	44	29					261	225,000
Richard Beasley	19	29	57	45	47	62	48					319	295,000
Sherwood Heights	28	48	56	44	55	51	56					338	300,000
Thornbrae	33	37	46	40	52	46	66					320	285,000
Vern Ames	32	47	43	43	55	65	45					330	290,500
TOTAL Mtn East	464	542	616	577	623	623	625	650	639	641	193	6193	5689,700

MOUNTAIN WEST

Buchanan Park	27	38	51	42	44	44	47					293	260,500
Cardinal Heights								196	189	165	10	560	560,000
Chedoke								150	151	151	24	476	476,000
Gordon Price	46	46	44	43	57	39	52					11	338
Helen Detwiler	71	68	83	89	80	78	79					10	291,500
Holbrook	30	31	30	20	36	33	33					558	488,500
James MacDonald	26	40	37	38	39	37	40					32	214,500
Linden Park	26	28	23	18	27	28	23					257	224,000
Mountview	23	32	32	39	32	52	37					12	185
Norwood Park	16	30	35	32	42	33	28	44	40	45		247	219,500
Pauline Johnson	45	56	64	53	57	55	70					345	322,000
Queensdale	27	36	34	32	34	22	23					10	359,500
R.A. Riddell	35	40	45	35	41	42	47	82	102	83	20	228	190,250
Ridgemount	29	27	37	45	45	36	31					12	564
Ryckman's Corners	39	25	30	37	25	20	28					262	234,000
Seneca	22	17	28	27	31	29	25	132	128	109	13	204	172,000
Westview												192	172,500
Westwood	39	51	68	47	57	49	57					52	421,000
TOTAL Mtn West	501	565	641	597	647	597	620	604	610	553	227	6162	5622,250

TOTAL ELEM CITY	2281	2717	2962	2725	2841	2790	2726	2742	2612	2567	932	27895	25387,350
TOTAL ELEM COUNTY	908	1111	1228	1205	1343	1290	1335	1462	1330	1375	267	12854	11844,500
2001 ELEM TOTAL	3189	3828	4190	3930	4184	4080	4061	4204	3942	3942	1199	40749	37231,850

The Hamilton Wentworth District School Board
Summary of Elementary School Enrollment
1998/99 - 1999/2000 - 2000/2001

	Oct 31/98 Actual FTE	Oct 31/99 Actual FTE	Mar 31/00 Actual FTE	Mar 31/01 Actual FTE	Mar 31/01 Actual FTE	1998/99 Actual ADE	1999/00 Actual ADE	2000/01 Actual ADE
COUNTY EAST								
Bell-Stone	149.00	151.00	150.50	147.50	150.00	152.00	148.25	150.50
Bellmoore	271.50	268.50	261.50	269.50	263.50	259.50	270.50	266.00
Billy Green	350.00	344.00	322.50	359.00	342.00	322.50	354.50	343.00
Collegiate Avenue	290.00	293.00	280.00	288.00	293.00	282.00	289.00	293.00
Eastdale	251.50	249.00	246.50	252.50	252.50	244.00	251.75	250.75
Green Acres	268.00	311.50	341.00	287.50	324.00	328.00	277.75	245.25
Janet Lee	459.50	508.50	514.50	464.50	506.50	511.50	462.00	507.50
Memorial (Stoney Creek)	248.00	262.00	246.00	251.50	262.00	255.50	249.75	262.00
Mount Albion	411.00	402.50	427.00	409.50	407.50	430.00	410.25	405.00
Mount Hope	330.50	343.50	346.50	331.00	338.50	342.00	330.50	341.00
Mountain View	331.00	321.00	323.50	328.00	318.00	331.50	329.25	319.50
Parkwood	139.00	158.00	137.50	138.00	159.00	143.00	138.50	158.50
R.L. Hyslop	236.00	274.50	274.50	234.00	266.00	284.00	235.00	140.25
Tapleytown	359.50	357.00	379.50	356.50	361.00	369.00	358.00	270.25
Winona	377.00	368.50	389.50	368.50	370.00	392.50	372.75	369.00
TOTAL County East	4,470.50	4,612.50	4,640.50	4,485.00	4,613.50	4,647.00	4,477.75	4,613.00
COUNTY WEST								
Allan A. Greenleaf	-	442.00	-	-	450.00	-	-	446.00
Ancaster Senior	524.00	509.00	496.00	522.00	511.00	496.00	523.00	510.00
Balaclava	488.50	484.00	490.50	487.50	481.50	488.00	488.00	496.00
Beverly Central	151.00	145.00	144.50	149.00	145.50	146.50	145.50	489.25
C.H. Bray	264.50	272.00	282.50	268.00	276.00	282.00	274.00	145.50
Central Park	331.00	326.50	330.50	335.50	338.00	326.50	333.25	327.50
Dr. J. Seaton	313.00	304.00	301.00	309.00	304.00	299.00	311.00	304.00
Dundana	271.50	295.50	315.00	273.50	297.50	313.50	272.50	296.50
Dundas Central Public	183.50	213.50	186.50	189.00	214.00	187.00	186.25	213.75
Dundas District	557.00	586.00	603.00	567.00	582.00	607.00	562.00	584.00
Fessenden	315.00	297.00	296.50	315.50	306.00	297.00	315.25	301.50
Flamborough Centre	456.50	456.50	368.50	456.00	459.50	368.00	456.25	458.00
Grange	358.00	257.00	259.00	361.50	257.00	264.00	359.75	257.00
Greenville	214.50	237.50	213.50	217.00	241.00	213.00	215.75	239.25
Guy B. Brown	438.25	410.50	307.00	442.25	415.00	301.50	440.25	412.75
Lynden	89.90	87.50	69.00	88.00	88.50	74.50	88.95	88.00
Maple Lane	-	154.00	156.00	-	159.00	157.50	-	156.50
May Hopkins	453.00	503.00	373.50	447.00	506.00	373.00	450.00	504.50
Millgrove	223.00	229.00	238.00	232.00	228.00	234.50	227.50	228.50
Pleasant Valley	210.50	218.45	194.50	212.00	219.95	199.00	211.25	219.20
Queen's Rangers	195.50	200.50	217.50	198.00	198.50	211.50	196.75	196.75
Rousseau	325.00	299.00	300.00	324.50	295.50	305.00	324.75	199.50
Shefield	53.50	64.50	61.50	57.50	65.00	60.00	55.50	64.75
Spencer Valley	261.00	266.00	284.00	262.00	268.00	280.00	261.50	267.00
Yorkview	253.00	253.00	256.50	253.50	253.50	263.50	253.25	260.00
TOTAL County West	6,930.65	7,074.95	7,186.50	6,967.25	7,109.95	7,197.50	6,948.95	7,092.45
								7,192.00

FTE = Full Time Equivalent

ADE = Average Daily Enrollment is calculated based on the existing count dates of October 31 and March 31 within the Board's fiscal year. The full time equivalent of pupils enrolled in a Board's schools will be weighted at 0.5 for each of the count dates.

The Hamilton-Wentworth District School Board
Summary of Elementary School Enrolment
1998/99 - 1999/2000 - 2000/2001

	Oct 31/98 Actual FTE	Oct 31/99 Actual FTE	Oct 31/00 Actual FTE	Mar 31/99 Actual FTE	Mar 31/00 Actual FTE	Mar 31/01 Actual FTE	1998/99 Actual ADE	1999/00 Actual ADE	2000/01 Actual ADE
CITY EAST									
A.M. Cunningham	299.50	292.00	286.00	296.50	297.50	282.00	298.00	294.75	284.00
Elizabeth Bagshaw	539.50	539.50	540.00	539.00	529.50	520.00	539.25	534.50	530.00
Fairfield	211.50	216.50	193.00	212.00	220.50	183.50	217.75	218.50	188.25
Glen Brae	334.00	341.00	318.00	333.00	334.00	321.00	333.50	337.50	319.50
Glen Echo	261.00	260.00	256.50	259.00	250.50	271.50	260.00	255.25	265.00
Hillcrest	345.00	351.00	389.00	341.00	351.00	389.00	343.00	351.00	389.00
Hillsdale	249.00	256.00	250.50	251.50	259.50	247.00	250.25	257.75	248.75
Lake Avenue	720.00	740.50	745.00	730.50	752.50	740.00	725.25	746.50	742.50
Lloyd George	163.50	182.00	162.00	188.00	186.50	171.50	175.75	184.25	166.75
Memorial	637.50	603.50	589.50	632.00	590.50	588.50	634.75	597.00	589.00
Parkdale	236.50	235.50	248.00	223.50	240.00	245.00	230.00	237.75	246.50
Queen Mary	617.50	640.00	636.50	639.00	652.00	628.50	646.00	632.50	632.50
Rosedale	214.00	215.00	218.50	206.50	212.50	213.50	210.25	213.75	216.00
Roxborough Park	327.00	320.00	296.50	331.50	322.00	313.50	329.25	321.00	305.00
Sir Isaac Brock	229.00	264.00	277.00	238.50	262.00	281.00	233.75	263.00	279.00
Sir Wilfrid Laurier	527.50	564.50	551.00	535.00	556.50	565.50	531.25	560.50	558.25
Viscount Montgomery	443.00	442.00	433.00	436.50	442.50	426.00	439.75	442.25	429.50
W.H. Ballard	677.00	658.50	654.00	668.50	646.50	655.00	672.75	652.50	654.50
Woodward	241.50	232.50	226.50	233.00	226.00	228.50	237.25	229.25	227.50
TOTAL City East	7,273.50	7,354.00	7,212.50	7,294.50	7,332.00	7,270.50	7,284.00	7,343.00	7,271.50
CITY WEST									
ACES	31.00	30.00	27.00	33.00	32.00	32.00	32.00	31.00	29.50
Adelaide Hoodless	523.00	499.50	501.50	519.50	475.50	507.00	521.25	487.50	504.25
Allenby	100.50	102.00	90.50	102.00	108.00	81.00	101.25	105.00	85.75
Bennetto	270.00	252.00	256.00	262.00	251.00	255.00	266.00	251.50	255.50
Centennial	475.00	456.50	454.00	460.50	453.50	460.00	467.75	455.00	457.00
Central	146.50	142.00	161.00	148.00	151.00	168.50	147.25	146.50	164.75
Dalewood	426.00	384.00	401.00	425.00	388.00	406.00	425.50	386.00	403.50
Dr. J. E. Davey	299.50	315.50	358.50	297.50	319.00	390.00	298.50	317.25	374.25
Earl Kitchener	361.00	352.00	325.00	364.50	351.00	318.00	362.75	351.50	321.50
G.R. Allian	363.50	363.00	348.00	371.50	348.50	367.50	367.25	348.25	
Gibson	212.00	220.00	214.50	213.50	202.00	228.00	212.75	211.00	221.25
Glenwood	49.00	56.00	57.30	53.00	58.00	55.90	51.00	57.00	56.60
Hess Street	309.00	342.50	352.50	312.50	360.00	352.50	310.75	351.25	352.50
King George	216.50	218.50	208.50	223.00	222.50	219.50	220.50	220.50	209.50
Prince of Wales	674.00	642.00	660.50	666.50	647.00	687.50	670.25	644.50	674.00
Prince Philip	260.50	254.00	250.00	261.50	246.00	265.00	261.00	250.00	257.50
Queen Victoria	235.00	238.00	224.50	242.00	241.00	235.00	238.50	239.50	229.75
Robert Land	227.50	203.00	201.00	214.00	206.50	200.50	220.75	204.75	200.75
Ryerson	368.00	408.00	439.00	373.00	426.00	427.00	370.50	417.00	433.00
Sanford Avenue	361.50	366.00	371.00	356.00	361.00	374.50	358.75	363.50	372.75
Stinson	272.50	263.50	246.50	269.00	255.50	251.50	270.75	259.50	249.00
Strathcona	134.50	139.50	142.00	137.00	142.00	137.00	135.75	140.75	139.50
Tweedsmuir	381.00	366.00	376.00	378.00	354.00	414.00	379.50	360.00	395.00
TOTAL City West	6,697.00	6,613.50	6,665.80	6,682.50	6,622.00	6,804.90	6,689.75	6,617.75	6,735.35

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The Hamilton-Wentworth District School Board
Summary of Elementary School Enrollment
1998/99 - 1999/2000 - 2000/2001

	Oct 31/98 Actual FTE	Oct 31/99 Actual FTE	Oct 31/00 Actual FTE	Mar 31/99 Actual FTE	Mar 31/00 Actual FTE	Mar 31/01 Actual FTE	1998/99 Actual ADE	1999/00 Actual ADE	2000/01 Actual ADE
MOUNTAIN EAST									
Burkholder	366.00	378.00	370.00	368.00	373.00	371.00	367.00	375.50	370.50
C.B. Stirling	467.50	477.00	454.00	463.50	479.50	450.00	465.50	478.25	452.00
Eastmount Park	258.50	249.00	237.50	252.50	245.00	239.00	255.50	247.00	238.25
Fernwood Park	230.00	222.50	222.50	234.00	223.50	217.50	232.00	223.00	220.00
Franklin Road	330.00	341.50	352.50	335.50	342.50	364.20	332.75	342.00	358.35
G.L. Armstrong	642.50	642.50	630.50	639.50	638.50	625.50	641.00	640.50	628.00
Hampton Heights	376.00	386.00	383.00	373.00	381.00	377.00	374.50	383.50	380.00
Highview	397.00	385.00	401.00	393.00	381.00	404.00	395.00	383.00	402.50
Huntington Park	381.00	383.50	383.00	389.50	384.50	381.00	386.50	383.75	383.75
Lawfield	373.00	339.00	353.00	371.50	348.00	358.00	372.25	343.50	355.50
Lincoln Alexander	273.50	293.00	278.00	266.50	296.00	284.50	270.00	294.50	281.25
Lisgar	237.50	234.00	226.00	241.50	242.00	219.00	239.50	238.00	222.50
Peace Memorial	262.50	254.00	227.50	262.50	234.50	225.00	262.50	244.25	226.25
Richard Beasley	292.50	285.50	300.00	283.00	288.00	295.00	287.75	286.75	297.50
Sherwood Heights	307.50	297.50	292.00	313.50	296.50	300.00	310.50	297.00	296.00
Thombae	308.00	291.00	287.50	313.00	290.50	285.00	310.50	290.75	286.25
Vern Ames	272.50	278.50	283.50	275.50	290.50	290.50	274.00	284.50	287.00
TOTAL Mtn East	5,775.50	5,737.50	5,681.50	5,767.00	5,739.50	5,689.70	5,771.25	5,685.60	
MOUNTAIN WEST									
Buchanan Park	262.50	262.50	253.00	263.50	259.00	260.50	263.00	260.75	256.75
Cardinal Heights	483.00	510.00	558.07	486.00	527.00	560.00	484.50	518.50	559.04
Chedoke	451.00	460.00	476.00	459.00	457.00	476.00	455.00	458.50	476.00
Gordon Price	298.50	298.00	300.50	301.00	302.00	291.50	299.75	300.00	296.00
Helen Detwiler	505.00	491.00	494.50	497.50	498.50	488.50	501.25	494.75	491.50
Holbrook	195.00	207.50	216.50	198.50	217.50	214.50	198.75	212.50	215.50
James MacDonald	236.00	226.50	222.50	234.00	223.50	224.00	235.00	225.00	223.25
Linden Park	176.00	146.00	159.00	173.00	146.00	158.00	174.50	146.00	158.50
Mountview	249.50	238.13	218.00	250.50	240.13	219.50	250.00	239.13	218.75
Norwood Park	349.50	323.50	332.00	344.50	322.00	322.00	347.00	322.75	327.00
Pauline Johnson	340.00	356.50	354.00	360.00	366.50	359.50	350.00	361.50	356.75
Queensdale	207.50	204.75	189.80	218.50	203.20	190.25	213.00	203.98	190.03
R.A. Riddell	555.50	553.00	539.00	567.00	556.50	526.50	561.25	554.75	532.75
Ridgemount	268.50	242.00	230.50	258.00	239.50	234.00	263.25	240.75	232.25
Ryckman's Corners	135.00	165.50	170.50	142.50	168.50	172.00	138.75	167.00	171.25
Seneca	189.50	187.50	171.50	188.00	182.00	172.50	188.75	184.75	172.00
Westview	409.00	402.00	410.00	406.00	400.00	421.00	407.50	401.00	415.50
Westwood	312.00	295.00	329.00	313.00	298.00	332.00	312.50	296.50	330.50
TOTAL Mtn West	5,623.00	5,569.38	5,624.37	5,660.50	5,606.83	5,622.25	5,641.75	5,588.10	5,623.31
HWDSB Total	36,770.15	36,961.83	37,071.17	36,856.75	37,023.78	37,231.85	36,813.45	36,992.81	37,151.51

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BUDGET DEPARTMENT

THE HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD

2001 MARCH 31

SECONDARY SCHOOL ENROLMENTS

**Secondary enrolment figures include adults in regular day programs and students in Alter Ed and Special Education Programs.

SEC EAST	GRADE 9			GRADE 10			GRADE 11			GRADE 12			OAC			SC-SE			TOTAL						
	FT	2C	1C	COUNT	F.T.E.																				
Barton	265	0	0	265	269	0	0	232	1	0	233	271	0	0	271	85	12	2	99	1122	13	2	1137		
Delta	200	5	0	205	240	3	1	244	189	0	0	189	165	3	0	168	27	2	0	29	821	13	1	835	
Glendale	236	0	0	236	275	0	0	228	0	0	228	330	6	0	336	81	0	0	81	1150	6	0	1156		
Mountain	65	2	1	68	73	3	1	77	101	3	1	105	38	3	1	42	0	0	0	277	11	4	292		
Orchard Park	232	0	0	232	254	0	0	254	273	0	0	273	249	0	0	249	88	0	0	88	1096	0	0	1096	
Parkview	82	4	0	86	55	1	0	56	73	2	0	75	26	1	0	27	0	0	0	236	8	0	244		
Saltfleet District	232	1	0	233	253	0	0	253	255	0	1	256	289	7	0	296	78	17	1	96	1107	25	2	1134	
Scott Park	153	0	0	153	148	0	0	148	127	0	0	127	169	2	0	171	15	1	0	16	623	3	0	626	
Sherwood	269	0	0	269	263	0	0	286	0	0	286	254	0	0	254	100	0	1	101	28	1200	0	1	1201	
SWC	228	0	0	228	213	1	0	214	169	0	0	169	160	0	0	160	76	1	0	77	37	883	2	0	885
TOTAL Sec East	1962	12	1	1975	2043	8	2	2053	1933	6	2	1941	1951	22	1	1974	550	33	4	587	76	8515	81	10	8606
2001 SEC TOTAL	4083	13	1	4097	4248	14	3	4265	4245	17	3	4265	4089	42	4	4135	1537	81	9	1627	169	18371	167	20	18558

ADULTS (21 AND OVER) IN REGULAR DAY PROGRAMS

SEC WEST	FT			2C			1C			SC SPEED			TOTAL			F.T.E.										
	FT	2C	1C	COUNT	FT	2C	1C	COUNT	FT	2C	1C	COUNT	FT	2C	1C	COUNT	FT	2C	1C	COUNT						
Ancaster	330	0	0	330	304	1	0	305	311	1	0	312	333	2	0	335	162	12	0	174	10	1450	16	0	1466	
Highland	189	0	0	189	180	0	0	180	220	0	0	220	169	0	0	169	72	1	0	73	830	1	0	831		
Hill Park	245	0	0	245	284	2	0	286	266	3	0	269	207	6	0	213	69	17	0	86	15	1086	28	0	1114	
Parkside	170	0	0	170	181	0	0	181	175	0	0	175	173	0	0	173	101	0	0	101	10	810	0	0	810	
SAM	211	0	0	211	215	1	0	216	269	0	0	269	211	2	0	213	78	3	0	81	25	1009	6	0	1015	
SiJAM	237	0	0	237	281	0	0	281	301	0	0	301	323	2	1	326	63	0	0	63	1205	2	1	1208	1206.25	
Watertown District	256	0	0	256	256	0	0	256	231	0	0	231	217	0	0	217	193	0	0	193	1153	0	0	1153	1153.00	
Westdale	286	0	0	286	283	2	0	285	277	1	0	278	303	1	0	304	154	3	0	157	24	1327	7	0	1334	1330.50
Westmount	197	1	0	198	221	0	1	222	262	6	1	269	202	7	2	211	95	12	5	112	9	986	26	9	1021	1001.25
TOTAL Sec West	2121	1	0	2122	2205	6	1	2212	2312	11	1	2324	2138	20	3	2161	987	48	5	1040	93	9856	86	10	9952	9901.50

SECONDARY ALTER ED

SECONDARY ALTER ED	GRAND TOTALS		
	TOTAL COUNTY	TOTAL CITY	F.T.E.
Lawrence Alter Ed (at Sir John A. Macdonald)	6490	12068	6461.50
Phoenix Alter Ed (at Westmount)			11992.00
Jackson High (at Sir John A. Macdonald)	56		
TOTAL ALTER ED	18558		18459.50

ADULTS (21 AND OVER) IN REGULAR DAY PROGRAMS

SEC WEST	FT			2C			1C			SC SPEED			TOTAL			F.T.E.					
	FT	2C	1C	COUNT	FT	2C	1C	COUNT	FT	2C	1C	COUNT	FT	2C	1C	COUNT	FT	2C	1C	COUNT	
Barton	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
Delta	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
Glendale	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
Mountain	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
Orchard Park	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
Parkview	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
Saltfleet District	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
Scott Park	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
Sherwood	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
SWC	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
TOTAL ADULTS	4	1	0	9	14	1	0	9	14	1	0	9	14	13	50	13.50					

NOTE: Self-Contained Special Education columns include General Learning Disability (GLD), Behavioural, Comprehensive, Communication, Specific Learning Disability (SLD), Developmentally Delayed, Gifted, Multiple, Physical, Speech and Language, Autistic and Hearing Impaired.

**The Hamilton-Wentworth District School Board
Summary of Secondary School Enrollment
1998/99 - 1999/2000 - 2000/2001**

1998/99 - 1999/2000 - 2000/2001

10008/00 10000/30000 2000/2001

1998/99 - 1999/2000 - 2000/2001

	Oct 31/98 Actual FTE	Oct 31/99 Actual FTE	Oct 31/00 Actual FTE	Mar 31/99 Actual FTE	Mar 31/00 Actual FTE	Mar 31/01 Actual FTE	1998/99 Actual ADE	1999/00 Actual ADE	2000/01 Actual ADE
Ancaster	1,424.50	1470.50	1496.25	1371.50	1403.00	1458.00	1398.00	1,436.75	1477.13
Barton	1,169.00	1181.50	1219.50	1097.00	1118.00	1129.00	1133.00	1,149.75	1174.25
Delta	905.00	910.00	904.50	817.00	860.00	827.75	861.00	885.00	866.13
Glendale	1,102.00	1157.75	1218.00	1067.00	1139.25	1153.00	1084.50	1,148.50	1185.50
Highland	881.25	908.00	908.00	842.75	860.50	830.50	862.00	884.25	869.25
Hill Park	1,208.00	1202.00	1170.50	1153.50	1167.00	1100.00	1180.75	1,184.50	1135.25
Mountain	321.50	317.00	305.50	291.00	287.00	283.50	306.25	302.00	294.50
Orchard Park	1,287.00	1226.00	1180.00	1207.00	1161.00	1096.00	1247.00	1,193.50	1138.00
Parkside	870.00	903.00	855.00	848.25	838.00	810.00	859.13	870.50	832.50
Parkview	381.00	325.25	273.75	327.25	284.00	240.00	354.13	304.63	256.88
Saltfleet	1,179.00	1211.00	1183.00	1152.00	1139.00	1120.00	1165.50	1,175.00	1151.50
Scott Park	733.50	712.25	690.00	687.50	663.75	624.50	710.50	688.00	657.25
Sherwood	1,210.00	1191.00	1244.00	1138.50	1157.50	1200.25	1174.25	1,174.25	1222.13
Sir Allan MacNab	1,035.50	1066.00	1047.00	999.00	1031.00	1012.00	1017.25	1,048.50	1029.50
Sir J. A. Macdonald	1,290.50	1250.00	1219.75	1251.50	1223.50	1206.25	1271.00	1,236.75	1213.00
Sir W. Churchill	922.50	957.50	958.00	890.00	903.00	884.00	906.25	930.25	921.00
Waterdown	1,039.00	1135.50	1166.50	1001.75	1116.25	1153.00	1020.38	1,125.88	1159.75
Westdale	1,345.75	1363.50	1393.00	1292.00	1285.00	1330.50	1318.88	1,324.25	1361.75
Westmount	1,050.00	1054.50	1051.75	1019.00	1030.00	1001.25	1034.50	1,042.25	1026.50
Total HWDSB	19,355.00	19,542.25	19,484.00	18,453.50	18,666.75	18,459.50	18,904.25	19,104.50	18,971.75

FTE = Full Time Equivalent

ADE = Average Daily Enrolment is calculated based on the existing count dates of October 31 and March 31 within the Board's fiscal year. The full-time equivalent of pupils enrolled in a Board's schools will be weighted at 0.5 for each of the count dates.

The Hamilton-Wentworth District School Board

Summary of Enrollment

6-8

Elementary				Secondary			
	Enrolment	Increase (Decrease)	% Change		Enrolment	Increase (Decrease)	% Change
October 1998	36,770.15	{ 191.68	0.52%	March 1999	36,856.75	{ 167.03	0.45%
October 1999	36,961.83	{ 109.34	0.30%	March 2000	37,023.78	{ 208.07	0.56%
October 2000	37,071.17			March 2001	37,231.85		
October 1998	19,355.00	{ 187.25	0.97%	March 1999	18,453.50	{ 213.25	1.16%
October 1999	19,542.25	{ (58.25)	(0.30%)	March 2000	18,666.75	{ (207.25)	-1.11%
October 2000	19,484.00			March 2001	18,459.50		

The Hamilton-Wentworth District School Board

Memo

TO: Merv Matier, Director of Education and Secretary of the Board

FROM: Don Grant, Superintendent of Business and Treasurer
D. Sage, Manager of Accommodation and Planning

DATE: June 19, 2001

RE: Community Use of Board Facilities 2000/2001 Report

Approved for distribution
by the Director

Signature:

Merv Matier
June 15/01

Recommendation:

Moved by:

That the Community Use of Board Facilities report be received for information.

RATIONALE:

In January 2000, the Board engaged a Facility Use Committee whose mandate was to establish guidelines consistent with the following policy statement:

It is the policy of The Hamilton-Wentworth District School Board to make its facilities/properties available to the fullest extent possible, recognizing their importance to the community, within the established guidelines, with due regard for preservation of the educational program, available resources and for the protection and maintenance of Board property at no cost to the Board.

Following a thorough evaluation of both internal and external issues, the Facility Use Committee emerged with an extensive report that provided recommendations relating to areas such as:

- Rate model
- Rate schedule
- Draft Municipal Reciprocal Use Agreement
- Draft Child Care Agreement
- Draft Administration Procedures

In May 2000, the Board approved the Community Use of Board Facilities policy based on the work of this committee. Article 10 of this policy provides that an annual report on community use of facilities be presented to the Board. Accordingly, this report provides information regarding the community use of facilities with respect 2000/2001. Of the implementation strategy, the key guiding principle was that the facilities of the Hamilton-Wentworth District School Board would be open to community use – from youth to seniors. The facilities are to serve the H.W.D.S.B. community in a variety of ways:

- As education centres for children and adults of all ages
- As child care centres for toddlers, pre-school and school age children
- As before and after school centres for school-age children
- As centres for a variety of culture and recreational, community, and social activities.

As a secondary start up strategy, administration recognized the tremendous challenge of harmonizing and implementing such a far-reaching policy. Therefore, administration approached the 2000-2001 school year as a period of readjustment for all parties ensuring a broader application of rules and regulations.

The attached appendix "A" details the community usage of the Board's facilities. In summary, since last September the community has accessed the Board's facilities for approximately 26,000 hours excluding day care, licenses and leases. The consumption of these hours can be categorized as:

	<u>Hours</u>	<u>%</u>
Youth	8,642	34% *
Adult	3,444	13%
Area Business/Commercial	1,095	4%
Partnerships	947	4% *
Culture/Recreation Dept.	<u>11,741</u>	<u>45%</u> *
	<u>25,869</u>	<u>100%</u>

* Represents 83% of allocation time. This percentage is in line with the Board's primary focus on Youth, Partnerships and Culture/Recreation activities.

Facility Use Policy revenues for 2000/2001 are as follows:

<u>Community Rentals</u>	<u>Hours</u>	<u>Revenue</u>	<u>Ave/Fee/Hr.</u>
Youth	8,642	\$38,732	\$4.48
Adult	3,444	72,452	\$21.10
Business/Commercial	1,095	<u>51,436</u>	\$46.97
Licenses, Leases, Child Care		162,620 <u>213,380</u>	
		<u>\$376,000</u>	

In accordance with the policy, these fees provide for recovery of expenses: administrative costs, floor resurfacing, heat, hydro, caretaking and general maintenance. The recovery of these expenses from community use is consistent with the policy statement that states rentals are to be at no cost to the Board.

To date, the application of the facility use policy has not been met with serious challenge from either schools or the community at large. As administration prepares for the up coming school year, a major focus will be to finalize the draft Municipal Reciprocal Agreement. Although significant effort went into the contents of this agreement throughout the current year, the new City of Hamilton faced amalgamation challenges that took their attention away from negotiating the terms and conditions within the reciprocal agreement desired. Information on this agreement will be forthcoming.

Overall, the introduction, application and delivery of the Board's Facility Use Policy has been successful in achieving its desired goals and outcomes. The 2000-2001 experiences will be built upon for the 2001-2002 school year.



COMMUNITY USE GROUPS - SEPT- JUNE, 2000-2001

APPENDIX A

<u>Group Name</u>	<u>School(s) Used</u>	<u>Total hours</u>	<u>Facility Used</u>
Youth Groups			
1st Greenville Scouts	Greenville	60	Gym
1st Greenville Sparks	Greenville	51	Gym
1st Mount Albion Brownies	Mount Albion	70	Gym
1st Mount Albion Pathfinders	Billy Green	68	Classroom
1st Mount Albion Scouts	Billy Green	43.5	Gym
1st Mount Albion Scouts	Janet Lee	58	Gym
1st Sheffield Scouts	Dr. John Seaton	46.5	Gym
1st West Saltfleet	Memorial (S.C.)	51	Gym
2nd Dundas Brownies	Pleasant Valley	51	Gym
2nd Mount Albion Brownies	Janet Lee	70	Gym
2nd Mount Albion Guides	Mount Albion	70	Gym
3rd Mount Albion Brownies	Billy Green	68	Gym
3rd Mount Albion Guides	Janet Lee	70	Gym
3rd Waterdown Scouts	Guy Brown	108	Gym
6th Dundas Brownies	Yorkview	51	Gym
74th Mohawk Trails Scouts	R.A. Riddell	115.5	Gym
74th Mohawk Trails Scouts	Viscount Montgomery	199	Gym
7th Dundas Scout	Dundana	77	Gym
7th Dundas Scout	Pleasant Valley	43.5	Gym
7th Hamilton Scout	Elizabeth Bagshaw	62	Gym
ABC Magic	Ancaster High	450.5	Gym
ABC Magic	Ancaster Sr. Public	178	Gym
ABC Magic	Mount Hope	222	Gym
ABC Magic	Parkside	53.5	Gym
After School Bible Club	Lloyd George	30	Gym
After School Bible Club	Parkdale	31	Gym
Ancaster Little League	Ancaster Sr. Public	93	Gym
Ancaster Little League	Grange	6	Gym
Ancaster Youth Soccer	Elizabeth Bagshaw	21	Gym
Baby Bear Tournament	Glendale	22	Gym A/B/C, caf.
Baseball Umpire	Sherwood	22.5	Gym, caf.
Basketball Ontario	Delta	14.5	Gym
Basketball Ontario	Orchard Park	14.5	Gym
Basketball Ontario	Glendale	50.5	Gym
Basketball Ontario	Highland	25	Gym
Basketball Ontario	Parkside	10	Gym
Basketball Ontario	Saltfleet	52	Gym
Bethany Bible Bunch	King George	56	Gym
Blessed Sacrament Bask. "T"	Glendale	29.5	Gym A/B/C, caf.
Burlington Panthers	Waterdown	31.5	Gym
Caledonia Gummies	Bellmoore	60	Gym
Canadian Junior Thunderbirds	Mary Hopkins	48	Gym
Canusa Games	Delta	3	Gym
Canusa Games	Glendale	8	Gym
Canusa Games	Hill Park	40	Gym
Canusa Games	Saltfleet	14	Gym
Canusa Games	Sherwood	72	Gym
Canusa Games	Westmount	40	Gym
Christadelphians Youth Group	Rousseau	32	Gym
Christadelphians Youth Group	Westdale	8	Gym
Church on the Rock	G.L. Amrstrong	102	Gym
City of St. Ck.-Aquatics	Orchard Park	53	Gym
Comm. Action Program	Lake Avenue	52.5	Gym
Copetown First Scout	Queens Rangers	119	Gym
Dept. of Culture & Rec.	Delta	13	Auditorium

COMMUNITY USE GROUPS - SEPT- JUNE, 2000-2001			
Group Name	School(s) Used	Total hours	Facility Used
Dundas Baseball	Spencer Valley	26	Gym
Dundas Minor Baseball	Central Park	12	Gym
Dundas Youth Soccer	Dundas District	40.5	Gym
East Hamilton Soccer Club	Glendale	40	Gym
East Mtn. Baseball Assoc.	Sherwood	35	Gym
Extreme Energy Baton	R.A. Riddell	108	Gym
Flamborough Basketball	Waterdown High	51	Gym
Flamborough Centre Church	A. Greenleaf	28	Gym
Flamborough Christian Fellow	Flamborough Centre	68	Gym
Flamborough Soccer Club	A. Greenleaf	42	Gym
Flamborough Soccer Club	Balaclava	172	Gym
Flamborough Soccer Club	Waterdown	108	Gym
Glad Tidings Gospel Church	Tapleytown	37.5	Gym
Glanbrook Atom Rep Team	Tapleytown	22	Gym
Glanbrook Minor Hockey	Tapleytown	30	Gym
Greenville Minor Softball Assoc.	Greenville	7	Gym
Hamilton Hoops	Sherwood	40	Gym
Hamilton Hoops	Barton	42	Gym
Hamilton Hoppers	Queen Mary	204	Gym
Hamilton Hornets Rugby	C.B. Stirling	12	Gym
Hamilton Kendo Club	W.H. Ballard	47.5	Gym
Hamilton Sparta Sports Club	Mountain	27	Gym
Hamilton Wildcats Bask. "T"	Delta	80	Gym
Hamilton Wildcats Bask. "T"	Glendale	27	Gym
Hamilton Wildcats Bask. "T"	Sherwood	57	Gym
Hamilton Wildcats Bask. "T"	Mountain	21	Gym
Hamilton Wildcats Bask. "T"	Highland	21	Gym
Hamilton Wildcats Bask. "T"	Saltfleet	67.5	Gym
Hamilton Wildcats Basket.	Saltfleet	93	Gym
Hamilton Wildcats Basket.	Glendale	102	Gym
Hamilton Wildcats Basketball	Mountain	132	Gym
Hamilton Transway Basket.	Delta	27	Gym
Hamilton-Wentworth STAR	Hillcrest	107.5	Gym
Hamilton-Wentworth STAR	Hillsdale	55	Gym
Hamilton-Wentworth STAR	Roxborough Park	46	Gym
Jeff Aitken (Tournament)	Delta	12	Gym
J. R.'s Karate Club	Janet Lee	51	Gym
Jr. Chaika Cultural	Parkdale	112	Gym
Jumpsations Rope Skipping	Burkholder	156	Gym
Jumpsations Rope Skipping	Gordon Price	33	Gym
Jumpsations Rope Skipping	Saltfleet	27	Gym
Kids Club	Parkview	69	Gym
Living Water Ministries	Fairfield	28	Gym
L.S.K. Hamilton Kovas	Westdale	75.5	Gym
Lusiadas Soccer Youth	Sir John A. Macdonald	40	Gym
Mt. Ham. Rangers	Saltfleet	8	Gym
Mt. Ham. Youth Soccer Club	R.A. Riddell	8	Gym
Mt. Ham. Youth Soccer Club	Glendale	30	Gym
Ontario Cheerleading	Saltfleet	8	Gym
Ont. Special Olympics	Spencer Valley	46	Gym
Paramount Lion's Den Boys	Billy Green	43.5	Gym
Patricia Jeffrey	Glendale	6	Classroom
Polish Scouting Assoc.	Saltfleet	8	Gym
Polish Scouting Assoc.	Sherwood	7	Gym
Pure Energy	Sherwood	8	Gym
Rhapsody Winter Guard	Thornbrae	98	Gym

COMMUNITY USE GROUPS - SEPT- JUNE, 2000-2001

APPENDIX A

<u>Group Name</u>	<u>School(s) Used</u>	<u>Total hours</u>	<u>Facility Used</u>
Reach Forth	Dundana	37.5	Gym
S.N.F. Basketball	Glendale	150	Gym
Saltfleet G-Ahead Soccer	Memorial (S.C.)	52.5	Gym
Saltfleet G-Ahead Soccer	Green Acres	80	Gym
Saltfleet G-Ahead Soccer	Billy Green	43	Gym
Saltfleet G-Ahead Soccer	R. L. Hyslop	52.5	Gym
Saltfleet G-Ahead Soccer	Tapleytown	24	Gym
Saltfleet G-Ahead Soccer	Viscount Montgomery	27	Gym
Seekers Volleyball	Sherwood	11.5	Gym
Silver Fox Tournament	Glendale	22	Gym A/B/C, caf.
Sports Camps 4 Kids	Sherwood	40	Gym
St. Ck. Baseball	Elizabeth Bagshaw	33	Gym
St. Ck. Basketball Assoc.	Orchard Park	38.5	Gym
St. Ck. Basketball Assoc.	Orchard Park	82.5	Gym
St. Ck. Diasabled Sports Assoc.	Orchard Park	36	Gym
St. Ck. Diasabled Sports Assoc.	Orchard Park	30	Conference Room
St. Ck. Girls Fastball	Green Acres	24	Gym
St. Ck. Girls Fast Pitch	R. L. Hyslop	24	Gym
St. Ck. Girls Pride Basketball	Saltfleet	217.5	Gym
St. Ck. Ladies Softball	Orchard Park	32	Gym
St. Ck. Minor Hockey Team	Memorial (S.C.)	11	Gym
St. Ck. Softball	Green Acres	33	Gym
St. Ck. Track Club	Memorial (S.C.)	8	Gym
Stanley Avenue Baptist	Gordon Price	3	Gym
Steel City Sound	Sherwood	8	Gym, caf., classroom
Steeltown Spartans	R.A. Riddell	180	Gym
Steeltown Spartans	Delta	174	Gym
Trojan Sports Camp	Westmount	35	Gym
True Canadian Balls	Yorkview	9	Gym
Waterdown Alliance Church	Guy Brown	26	Gym
Waterdown Midget	A. Greenleaf	4	Gym
Waterdown Raiders Volley.	Waterdown	480	Gym
Welcome Inn Comm. Centre	Centennial	33	Gym
Winona Comm. Basketball	Winona	26	Gym
Winterfest Basket. Tourn	Delta	18	Gym
Winterfest Basket. Tourn	Saltfleet	24	Gym
Winterfest Basket. Tourn	Sherwood	18.5	Gym
Winterfest Basket. Tourn	Sir Winston Churchill	12	Gym
Winterfest Basket. Tourn.	Westdale	24	Gym
YAA-Young Adult Activities	Queensdale	38	Gym
Total Youth		8642	
Total Revenue		\$38,732	
Adult Groups-Non-Profit			
AEK Soccer Team	R.A. Riddell	22.5	Gym
Adult Volleyball	R.L. Hyslop	51	Gym
Afro-Canadian Caribbean	Delta	5	Auditorium
Ainslie Wood/Westdale Comm	Dalewood	3	Auditorium
Ancaster Co-Ed Volleyball	Ancaster Sr. Public	46	Gym
Ancaster Ladies Volleyball	Ancaster High School	101.5	Gym
Ancaster Men's Fitness	Ancaster Senior Public	43	Gym
Ancaster Men's Volleyball	Ancaster High School	37.5	Gym
Ancaster Men's Volleyball	Ancaster High School	50	Gym
Around the Bay Road Race	Sir John A. Macdonald	12	Foyer
Bruce Lazenby	Mary Hopkins	56	Gym
Cancer Assistance	Queensdale	6	Gym

COMMUNITY USE GROUPS - SEPT- JUNE, 2000-2001

<u>Group Name</u>	<u>School(s) Used</u>	<u>Total hours</u>	<u>Facility Used</u>
Carlisle Classics	Mary Hopkins	45	Gym
City of Ham. Volleyball	Glendale	45	Gym
Cyberforce	Hill Park	63	Gym
Dance Fit	Rousseau	41	Gym
Dundas Badminton Club	Dundas Central Public	144	Gym
Dundas Men's Soccer	A. Greenleaf	8	Gym
Ex-Y Volleyball	Delta	78	Gym
Ernie Eberhard	Rousseau	25	Gym
Flamborough Centre Church	Waterdown High	19.5	Gym
Friday Mixed Volleyball-Girls	R.A. Riddell	40	Gym
Fun League	Sherwood	48	Gym
Grant Thornton-Tourn.	Sir John A. Macdonald	9	Gym
Grindstone Valley Bible Church	Waterdown High	172	Cafetorium, classroom
Haiti Project	Westdale	4.5	Gym
Hamilton Central Steel	Parkdale	8	Gym
Hamilton Classics	G.L. Armstrong	52.5	Gym
Hamilton Church of Christ	Glendale	148	Auditorium
Hamilton Emeralds Soccer	Mountain	26	Gym
Hamilton Islamic Centre	Gordon Price	36	Gym
Hamilton Jamesville Soccer	Sir John A. Macdonald	14	Gym
Hamilton Ladies Basketball	Delta	66	Gym
Hamilton Ladies Basketball	Queen Mary	66	Gym
Hamilton Masters Basketball	Westdale	4	Gym
Hamilton Men's Basketball	Scott Park	19	Gym
Hamilton Men's Volleyball	Sherwood	91	Gym
Hamilton Men's Volleyball	Saltfleet	87.5	Gym
Hamilton Mt. 7th Day Advent.	Hill Park	5	Auditorium
Hamilton Thistle Soccer Club	Sir John A. Macdonald	14	Gym
Hamilton Tigers Girls Fastball	Sherwood	30	Gym
Heart & Stroke	Queen Mary	5	Gym
Hughson St. Baptist Church	Centennial	73	Gym
Jehovah's Witness	Sherwood	3	Auditorium
Kenyada Running Club	G. R. Allan	4	Gym
KPMGLLP	Sir John A. Macdonald	60	Gym
Ladies Rec. Volleyball	Beverly Centre	51	Gym
Ladies Soccer	A. Greenleaf	22	Gym
Meadow Creek	Westmount	5	Auditorium
Meadow Creek Community Church	Sir Allan MacNab	51	Auditorium, caf.
Mega City Sports	Sir Winston Churchill	5	Auditorium
Men's Basketball	Flamborough Centre	58	Gym
Men's Fitness	Ancaster Senior Public	14	Gym
Men's Senior Basketball	Ancaster Senior Public	46.5	Gym
Mixed Rec. Volleyball	Ancaster High School	28	Gym
Neighbourhood Watch Assoc.	Ryckman's Corners	2	Gym
New Apostolic Church	Sherwood	41.5	Auditorium
Oldtimers Volleyball	Green Acres	30	Gym
Our Lady of Lourdes Church	Hill Park	3	Gym
Parents Without Partner	Queen Mary	75	Gym
Parkdale Coaches	Sir Winston Churchill	7	Cafeteria
Pick up Basketball	Mary Hopkins	46	Gym
Polonia Soccer Club	Delta	26	Gym
Ridgemount Comm. Church	Norwood Park	159	Gym
Rotary Club of Dundas	Dundas Central	24	Gym
St. Ck. Legion	R. L. Hyslop	3	Gym
St. Ck. Men's Basketball	Saltfleet	50	Gym

COMMUNITY USE GROUPS - SEPT- JUNE, 2000-2001

APPENDIX A

Group Name	School(s) Used	Total hours	Facility Used
St. Ck. Mixed Volleyball	Green Acres	33	Gym
St. Ck. Soccer Club	Green Acres	20	Gym
Soc. of Creative Anachronism	Sir John A. Macdonald	48	Gym
Steve McCann	Ancaster High School	52	Gym
Strabane Stingers Volleyball	Balaclava	38	Gym
Tai Chi for Health Recovery	Earl Kitchener	207	Gym
Tapletown Boys Club	Tapleytown	51	Gym
Tapletown Volleyball	Tapleytown	48	Gym
United Martial Arts	Memorial (City)	7.5	Gym
Waterdown Rec. Volleyball	Flamborough Centre	51	Gym
Wentworth Condo Corp. #1	Lake Avenue	2	Gym
Wentworth Condo Corp. #19	Sir Allan MacNab	3.5	Cafeteria
Wentworth Condo Corp. #34	Elizabeth Bagshaw	3	Gym
Wentworth Condo Corp. #60	C.B. Stirling	3	Gym
Wentworth Condo Corp. #118	Gordon Price	3	Gym
Westdale Alumni	Westdale	42	Gym
Westinghouse Group	Billy Green	43.5	Gym
Wilson Blanchard Manag.	Highland	4	Gym
Women's Basketball	Pleasant Valley	20	Gym
Tom Zancola	Dundana	30	Gym
 Total Adult		3444	
 Total Revenue		\$72,452	
 Area Business/Commerce			
900 CHML	Westdale	6	Gym
Basic Attitude	Sir Allan MacNab	7	Auditorium, caf.
Berkshire Securities	Sherwood	14	Classroom
Berkshire Securities	Sir Allan MacNab	16	Classroom
Berkshire Securities	Sir John A. Macdonald	8	Classroom
Brock University	Sir John A. Macdonald	184	Classroom
Brock University	Sir John A. Macdonald	96	Tech. Design Lab
Brock University	Sir Wilfrid Laurier	16	Library
Brock University	W. H. Ballard	4	Library
C. Samuel Ballet	Sir John A. Macdonald	8	Auditorium
Cancer Assistance	Sherwood	5	Auditorium
Champions Dancing	Sir John A. Macdonald	37.5	Auditorium
Condo Meeting	Woodward	4	Gym
Conservatory for Mus. Studies	Sherwood	3	Auditorium
Councillor Caplan	G. R. Allan	3	Gym
Dean's Music Centre	Sherwood	13	Aud., caf., classroom
Dominic Agostino MPP	Woodward	3	Gym
Dr. Marie Bountrogianni MPP	Hill Park	3	Auditorium
Dundas Craft Show	Dundas Central	17	Gym
Flashdance	Sir John A. Macdonald	36.5	Auditorium
Footloose Intern Dance	Sir John A. Macdonald	39.5	Auditorium
Gotta Dance	Sherwood	8.5	Auditorium
Ham. Circle of Friends	Orchard Park	6	Gym
Hamilton Collectibles	Sherwood	21	Gym
Ham. Jr. Chambers of Comm.	Sir John A. Macdonald	3	Auditorium
Hamilton Malayalee Samaj	Sherwood	6.5	Aud., caf., classroom
Ham. Suzuki School of Music	Sherwood	4	Auditorium
Hamilton Urban Theatre	Ancaster High School	16	Auditorium
Hamilton Urban Theatre	Sir John A. Macdonald	16	Auditorium
Ismaili Community	Sir Allan MacNab	11	Auditorium
Joslin's Karate & Kickboxing	Sherwood	30	Gym
Jr. Chaika Edu. Society	Sherwood	9	Auditorium

COMMUNITY USE GROUPS - SEPT- JUNE, 2000-2001			
Group Name	School(s) Used	Total hours	Facility Used
K & K Starmaker	Sir John A. Macdonald	37.5	Auditorium
Kick-It Academy of Dance	Sir John A. Macdonald	15	Auditorium
Lynne McCarthy School/Dance	Sir John A. Macdonald	4	Auditorium
MacLeod of Lewis School	Delta	8	Auditorium
McMaster Indian Society	Sherwood	12	Auditorium
McMaster Ismaili Stud. Asso.	Sir Allan MacNab	6.5	Auditorium
Mohawk College-Con. Ed.	Grange	104	Computer Room
Mohawk College-Con. Ed.	Green Acres	36	Computer Room
Mohawk College-Con. Ed.	Janet Lee	24	Computer Room
Niesie's Studio	Sir John A. Macdonald	20	Auditorium
North American Talent Tours	Sir John A. Macdonald	39.5	Aud., caf., gym
OSSTF OCTU	Delta	9	Auditorium
Peter Santos	Sherwood	6	Aud., Classroom
Potters' Guild of Hamilton/Reg.	Dundas Central	24.5	Gym
Starstep Dance	Sir John A. Macdonald	35.5	Auditorium
Steps Performing Art	Sir John A. Macdonald	47	Auditorium
Sur Sangam Perf. Arts	Sir Allan MacNab	6	Auditorium
Xentel DN Inc.	Sir John A. Macdonald	6	Auditorium
Total Business		1095	
Total Revenue		\$51,436	
Partnerships			
Afro Canadian Caribbean-spelling	Sir Allan MacNab	12	Auditorium
After School Project	Education Centre	3	Auditorium
Alternative Education	Education Centre	4	Auditorium
Canadian Blood Services	Highland	8.5	Gym
Chess & Math Assoc.	Education Centre	8	Lower Auditorium
COPE Program	Barton	40	Library
COPE Program	C.B. Stirling	87.5	Library
COPE Program	G.R. Allan	87.5	Classroom, Library
COPE Program	Sir Wilfrid Laurier	87.5	Staffroom
DBS Strings	Sir John A. Macdonald	4.5	Auditorium
Dundas Junior Civitan Club	Glenwood	11.5	Gym
Dundas Valley Orchestra	Parkside	75	Music Room
Hamilton Area Organ Soc.	Ancaster High	3.5	Auditorium
Hughson St. Baptist	Centennial	42	Gym
Mother Goose	Allenby	2	Gym
North Central Comm. School	Robert Land	18.5	Gym
Partners in the North End	Centennial	4	Gym
Partners in the North End	Bennetto	10.5	Gym
St. John of Jerusalem	Sir John A. Macdonald	3	Auditorium
Soroptimist-Int. of St. Ck.	Orchard Park	28	Conference
Teen Basketball Club	Robert Land	54.5	Gym
Theatre Ancaster	Ancaster High	267.5	Auditorium
Waterdown Children's Centre	Waterdown	1	Cafetorium
YMCA of Hamilton	Robert Land	45	Gym
YWCA of Hamilton	G.L. Armstrong	24	Gym
YWCA of Hamilton	Prince of Wales	14	Gym
Total Partnerships		946.5	
Department of Culture & Recreation-Reciprocal Agreement			
Dundas Culture & Recreation	Central Park	238	Gym
Dundas Culture & Recreation	Dundas Central	287	Gym
Dundas Culture & Recreation	Dundas District	621.5	Gym

COMMUNITY USE GROUPS - SEPT- JUNE, 2000-2001

Group Name	School(s) Used	Total hours	Facility Used
Dundas Culture & Recreation	Highland Secondary	209	Gym
Dundas Culture & Recreation	Parkside	286	Gym
Dundas Culture & Recreation	Spencer Valley	248	Gym
Dundas Culture & Recreation	Yorkview	63	Gym
		1952.5	
Ancaster Culture & Recreation	Ancaster High	886.5	Gym
Ancaster Culture & Recreation	Ancaster Sr. Public	324	Gym
		1210.5	
City of Hamilton	Bennetto	212	Gym
City of Hamilton	Dalewood	987.5	Gym
City of Hamilton	G.R. Allan	84	Gym
City of Hamilton	Hill Park	1316.5	Gym
City of Hamilton	Lake Avenue	161.25	Gym
City of Hamilton	Ryerson	722	Gym
City of Hamilton	Ryerson	60	Classroom
City of Hamilton	Sanford Avenue	596	Gym
City of Hamilton	Scott Park	95	Gym
City of Hamilton	Scott Park	60	Gym
City of Hamilton	Sir Allan MacNab	1344	Gym
City of Hamilton	Sir Wilfrid Laurier	1000	Gym
City of Hamilton	Sir Winston Churchill	868	Gym
City of Hamilton	Westmount	989.5	Gym
City of Hamilton	Westwood (Westmount)	82.5	
Total City of Hamilton Hours		8578.25	

Culture & Recreation Hours -		11741.25
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Summary Totals	Hours of Use	# of Permits Issued = 1003
Facility Categories		
Auditorium	932.5	
Auditorium, caf.	51	
Auditorium, caf., classroom	19.5	
Auditorium, caf., gym	39.5	
Auditorium, classroom	6	
Cafeteria	3.5	
Cafetorium	1	
Cafetorium, classroom	172	
Classroom	6	
Classroom, Library	87.5	
Computer Lab	36	
Conference Room	30	
Foyer	12	
Gym	14	
Gym, caf.	22.5	
Gym A/B/C, caf.	22	
Gym, caf., classroom	8	
Library	87.5	
Lower Auditorium	8	
Music Room	75	
Staffroom	87.5	
Tech. Design Lab	96	
	1817	

COMMUNITY USE GROUPS - SEPT- JUNE, 2000-2001

APPENDIX A

<u>Group Name</u>	<u>School(s) Used</u>	<u>Total hours</u>	<u>Facility Used</u>
<u>Group Categories</u>	<u>Hours of Use</u>		
Youth	8642		
Adult	3444		
Area Business/Commerce	1095		
Partnerships	946.5		
Dept. of Culture/Recr.	11741.25		
	25868.75		

The Hamilton-Wentworth District School Board

Memo

(Handwritten signature of Merv Matier, Director of Education and Secretary of the Board)

TO: Merv Matier, Director of Education and Secretary of the Board

FROM: Don Grant, Superintendent of Business and Treasurer
D. Sage, Manager of Accommodation and Planning

DATE: June 19, 2001

RE: Acquisition of Wills Bus Lines by Attridge Transportation Inc.

Recommendation:

Moved by: _____
 That the report on the acquisition of Wills Bus Lines by Attridge Transportation be received for information.

RATIONALE:

After approximately 65 years of providing student transportation services within Hamilton-Wentworth, Wills Bus Lines, a local family owned business, has sold its interest to Attridge Transportation Incorporated. Wills Bus Lines currently transports approximately 2,200 students in 30, 72 passenger vehicles. Wills Bus Lines will continue to operate it's chartered bus service.

The following is the recollection of the first Ontario school bus, Wills Motors Ltd.

"The Summer of 1937, the Chairman of the Binbrook School Board, Dr. Leslie Bell, drew up an agreement with the Saltfleet Board to allow Binbrook students to attend Saltfleet High School. He then approached Mr. G. W. Wills (owner of Wills Motors) about transporting students to Saltfleet High School. As these were depression years, most children did not continue school past Grade 8. Those that did had to depend on private drivers to get them back and forth to school.

Mr. Wills had purchased a bus for \$800.00 after receiving a license to operate the first school bus in Ontario. It was a 1931 General Motors coach with a Buick GMC motor and 4-wheel hydraulic brakes. It was purchased from Ontario Hydro in Niagara Falls and had been used to shuttle employees from one area to another.

Mr. Wills sons, Richard and John Wills started out as operators the first school day in September 1937. There were approximately 39 passengers. Most students walked a mile or more to meet the bus. There was a \$3.00 fare per month. Tickets were purchased every month, which was a real hardship for most parents.

World War 2 played havoc with student's plans. Several enlisted or went to well paying war jobs. The large grade nine class faded away to a dozen students graduating 5 years later in Grade 13.

Since 1937, rural bussing has become commonplace. Wills Motors has continued to provide service to Saltfleet and other area elementary and secondary schools to and from school each day, 185 days per year.

While the legacy of the first "grey-green bread boxy shaped bus" has been a growing and prosperous transportation business for Wills Motors, as well as a more comfortable journey to school in rain and wintery weather for students throughout the province, the original vehicle met an ignominious end. It's rumoured it wound up as a chicken coop somewhere in the Caister Centre area."

It has been a pleasure dealing with Wills Bus Lines. Administration wishes to take this opportunity and extend sincere thanks for Wills Bus Lines dedication and commitment to providing safe and on time transportation for the students of this Board.

For the past 25 years, Attridge Transportation has provided reliable and safe transportation services for the students of this region. As a family owned and operated enterprise, the Attridge's have always fulfilled their obligation and met the expectations as demanded by the Board. This commitment will continue and administration is confident of the reliability and efficiency associated with Attridge Transportation.

For the September start up of transportation services, current students assigned to Wills Bus Lines will not experience any noticeable change. The acquisition and integration by Attridge Transportation will be seamless and further complemented by the retainment of experienced Wills' drivers.

#9

Business Committee

The Hamilton-Wentworth District School Board

Memo

To: Merv Matier, Director of Education and Secretary
From: Don Grant, Superintendent of Business and Treasurer
Date: June 19, 2001
Re: School Budget Surplus Carry Forward

for distribution
by the Director.
Signature: M. Matier
Date: June 15/01

Recommended Action:

Moved by: _____

That the requests for school budget surplus carry forward in to the 2001-2002 school year as outlined in Appendix A dated June 19, 2001 be approved.

Rationale:

In accordance with past practice, schools have had the opportunity to carry forward, for one fiscal year, a year-end surplus equivalent to a maximum of 10% of interchangeable budgets. They have also been required to carry forward any interchangeable budget deficits. Schools are permitted to incur a deficit equivalent to a maximum of 5% of their interchangeable budgets that must be eliminated within the next two budget years.

Requests to carry forward any amount in excess of 10% must receive Board approval. This provision enables principals to plan for the implementation of programs and/or purchase resources to support their school plan initiatives that the annual school budget would not allow.

Appendix A provides information regarding each school requesting approval for a greater than 10% budget carry forward.

DG/GdeJ
Attach.



The Hamilton-Wentworth District School Board

School Surplus/Deficit Carry Forward

Name of School	Total Budget	Carry forward Requested	Rationale
Rousseau	\$49,485	20%	To offset costs associated with relocating, furnishing and equipping the main office and medical room.
Mountain Secondary	\$109,026	20%	To purchase equipment for the new home repair program, teaching videos (in lieu of textbooks) and additional computers. As well funds will be directed to help upgrade the cosmetology lab and restaurant and café facilities.

10(a)

TO: Merv Matier, Director of Education and Secretary
FROM: A. Cupido, P.Eng., Superintendent of Plant Services
RE: Tender Results – Bell-Stone School
DATE: June 19, 2001

Approved for distribution
by the Director

Signature:

Date:

Merv Matier
June 15/01

Recommended Action:

Moved by _____ seconded by _____ that
the roofing project at Bell-Stone School be awarded to Schreiber Brothers Limited of Hamilton,
in the amount of \$158,770. plus GST.

Background:

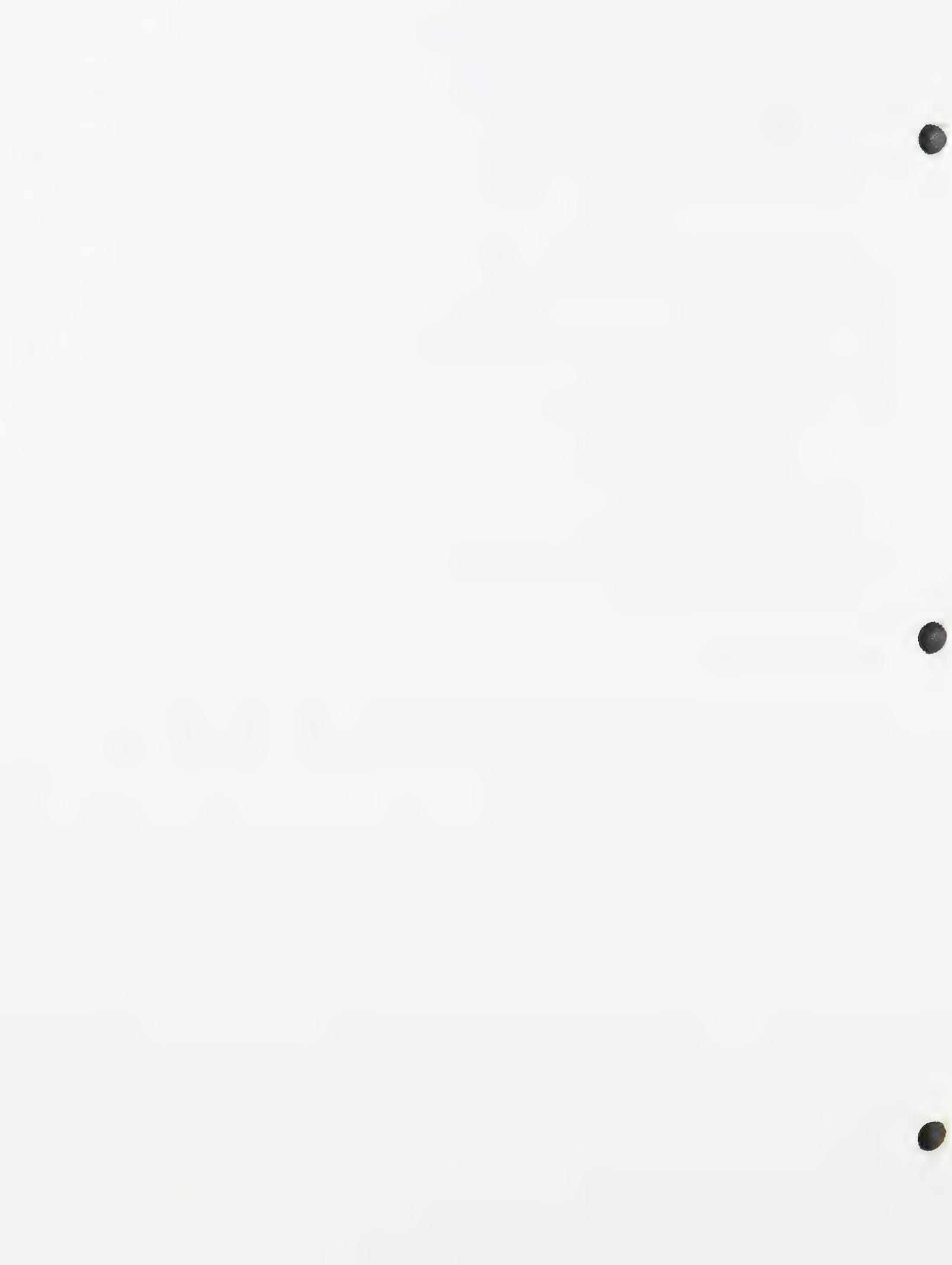
The Board, at its meeting of June 20, 2000, approved Year Two of the Building Renewal Program. Provision was made in the program to repair the roof at Bell-Stone School.

Financial Analysis:

Tenders were recently called for this project and were closed on May 22, 2001. Results are shown in Appendix A. The estimated cost for this project is \$170,200. and the low bid is within this budget. The low bidder is a local Hamilton firm, Schreiber Brothers Limited, 50 Brockley Drive, Hamilton, ON L8E 3P1.

AC/bb

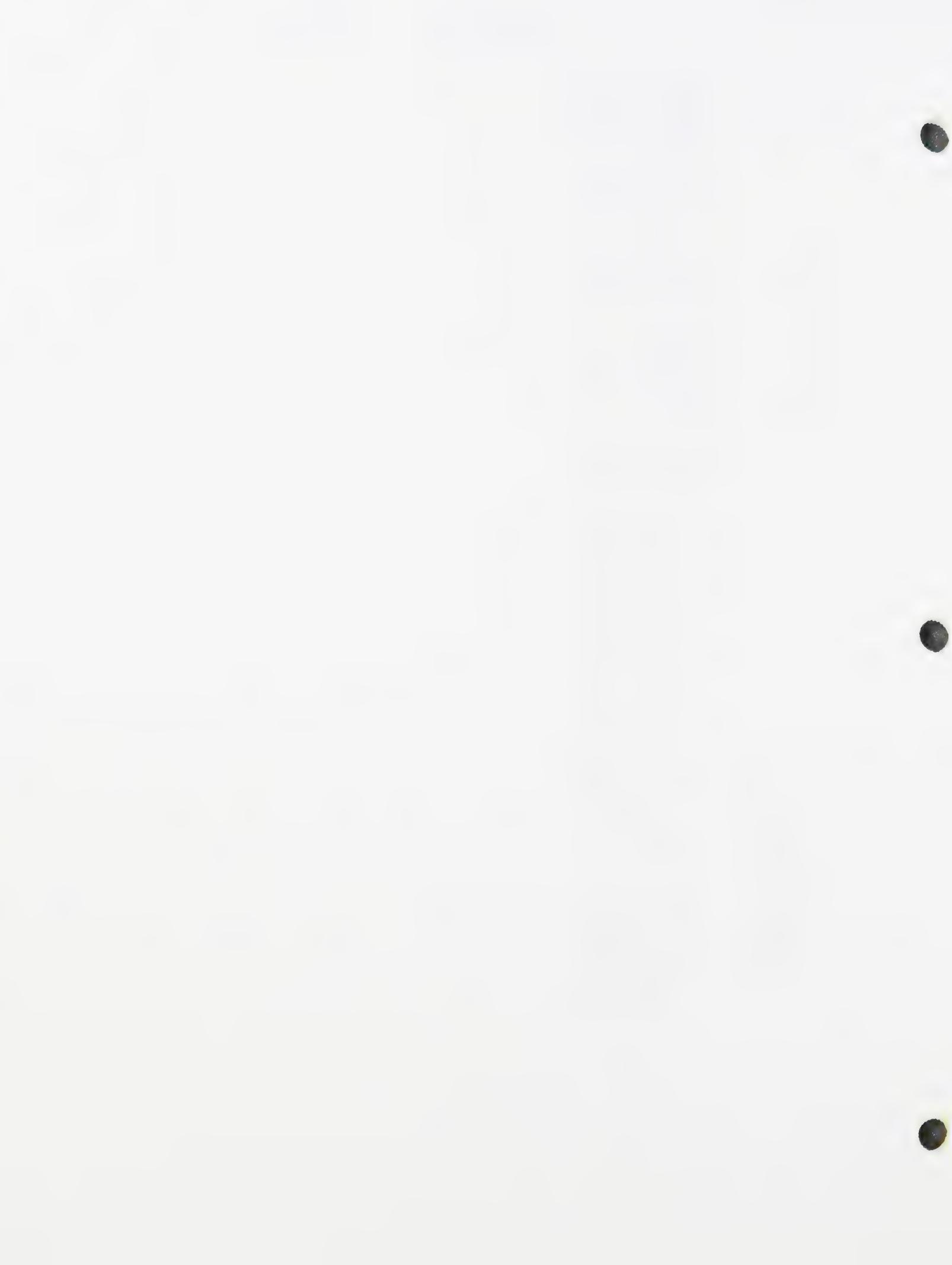
Att.



BELLSTONE PUBLIC SCHOOL
ROOFING PROJECT
TENDER CLOSED MAY 22/01

BUDGET: \$170,200.00

CONTRACTOR	PRICE	GST	TOTAL	BID BOND	AG. TO BOND	INS. CERT.	WSIB	MANUF. REVIEW
4 FLYNN	\$ 174,500.00	\$ 12,215.00	\$ 186,715.00	yes	yes	yes	yes	yes
1 SCHREIBER	\$ 158,770.00	\$ 11,113.90	\$ 169,883.90	yes	yes	yes	yes	yes
2 ATLANTIC	\$ 169,250.00	\$ 11,847.50	\$ 181,097.50	yes	yes	yes	yes	yes
3 ROQUE	\$ 166,900.00	\$ 11,683.00	\$ 178,583.00	yes	yes	yes	yes	yes



#10(b)

Approved for a
by the Director

Signature:

Date:

Merv Matier
June 15/01

TO: Merv Matier, Director of Education and Secretary
FROM: A. Cupido, P.Eng., Superintendent of Plant Services
RE: Tender Results – Highland Secondary School Dust Collection System
DATE: June 19, 2001

Recommended Action:

Moved by _____ seconded by _____ that
the Dust Collection System project at Highland Secondary School be awarded to Bavco
Construction Limited, of Lynden, Ontario, in the amount of \$105,900. plus GST.

Background:

The Board, at its meeting of June 24, 1999, approved Year One of the Building Renewal Program. Provision was made in the program to repair the Dust Collection System at Highland, however, subsequent investigation found that it was not worthwhile and a complete replacement of the under-floor system with an above-floor system was recommended. The 2001/2002 School Renewal budget is sufficient to cover the cost of this project.

Financial Analysis:

Tenders were recently called for this project and were closed on June 5, 2001. Results are shown in Appendix A. The estimated cost for this project is \$113,313. including GST. The low bidder is a local Hamilton firm, Bavco Construction Limited, 802 Hwy. #52, R. R. #2, Lynden, ON L0R 1T0.

AC/bb

Att



THE HAMILTON - WENTWORTH DISTRICT SCHOOL BOARD

HIGHLAND HIGH SCHOOL, DUNDAS, ONTARIO.
TENDER CLOSED:
June 5, 2001

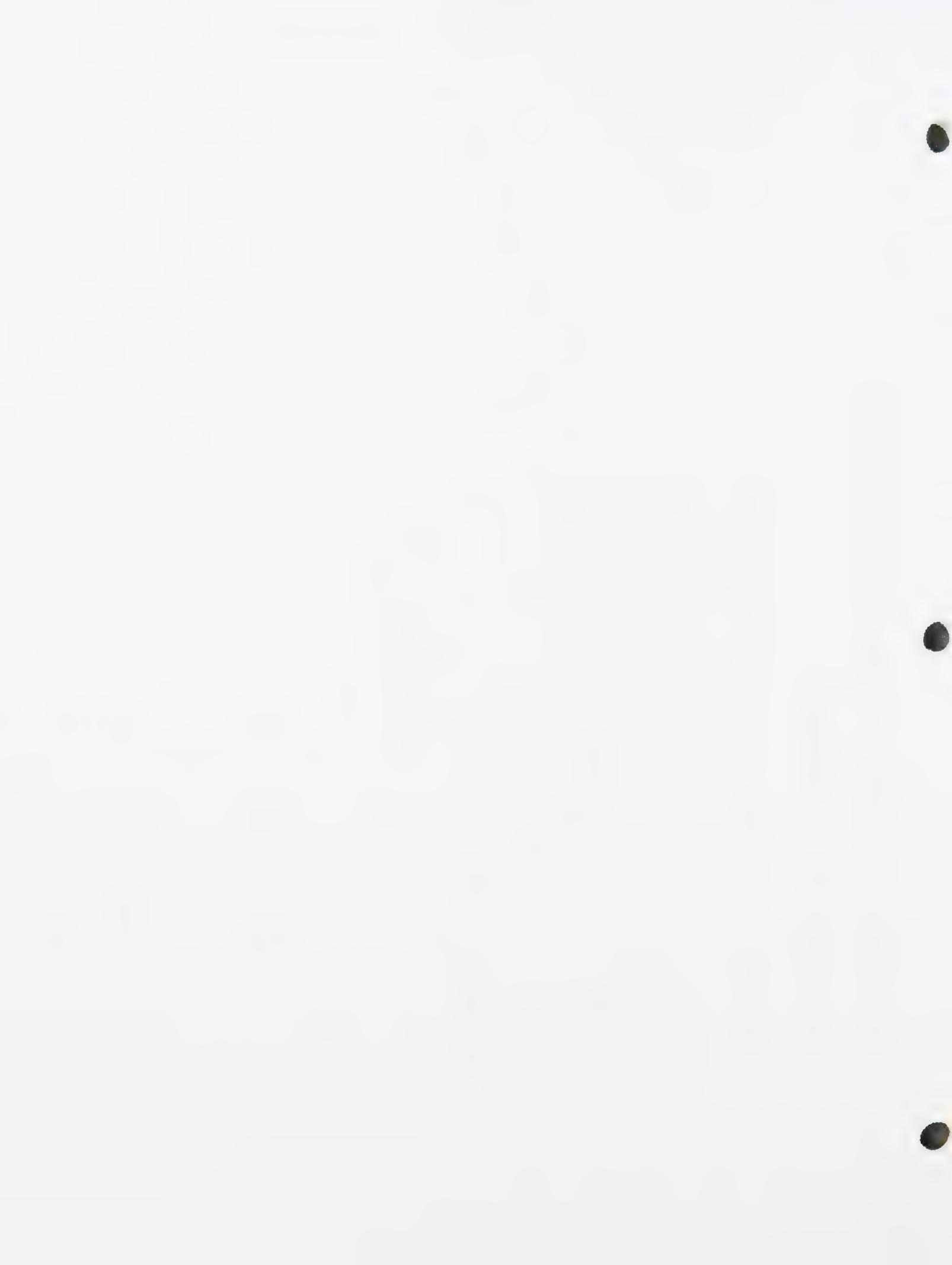
APPENDIX A

10(b)-1

Contractor	Completion by	Base Price	GST	Base plus GST
BAVCO	Aug. 20	105,900.00	7,413.00	113,313.00
LANCING	Aug. 31	109,528.97	7,667.03	117,196.00
BELLUZ	not provided	106,642.62	7,464.98	114,107.60
BESTCO	not provided	112,101.87	7,847.13	119,949.00
DEMIK		declined		
SCHULTHUIS		declined		

Notes:

- 1 Asbestos costs not included.
- 2 Design fees not included.
- 3 Budget amount: \$100,000.00



11

TO: Merv Matier, Director of Education and Secretary
FROM: A. Cupido, P.Eng., Superintendent of Plant Services
RE: Renewal Projects – Summer Projects 2001
DATE: June 19, 2001

Approved for distribution
by the Director.

Signature:

Date:

Merv Matier
June 15/01

Recommended Action:

Moved by _____, seconded by _____ that Superintendent of Plant Services be authorized to proceed with selected projects listed on Appendix II (revised) prior to September 1, 2001. Costs incurred in 2000/2001 to be funded on a temporary basis from working reserves.

Background:

The Board, at its meeting of May 24, 2001 approved the 2001/2002 Building Renewal Program – Year Three. As well, the Superintendent of Plant Services was authorized to proceed with selected projects prior to September 1, 2001. Due to recent concerns and issues, additional projects are required to be added to the summer list.

These projects are:

1) Centennial School	- Roofing project due to the deterioration of the gymnasium roof and damage to the gym floor.
2) Billy Green School	- Fencing and gate installations for parking area. This project has safety implications and it is recommended to proceed to complete this project this summer.
3) Westmount High School	- Roofing project due to the deterioration of the existing roof and the large number of repairs during the recent rains in early May.

Financial Analysis:

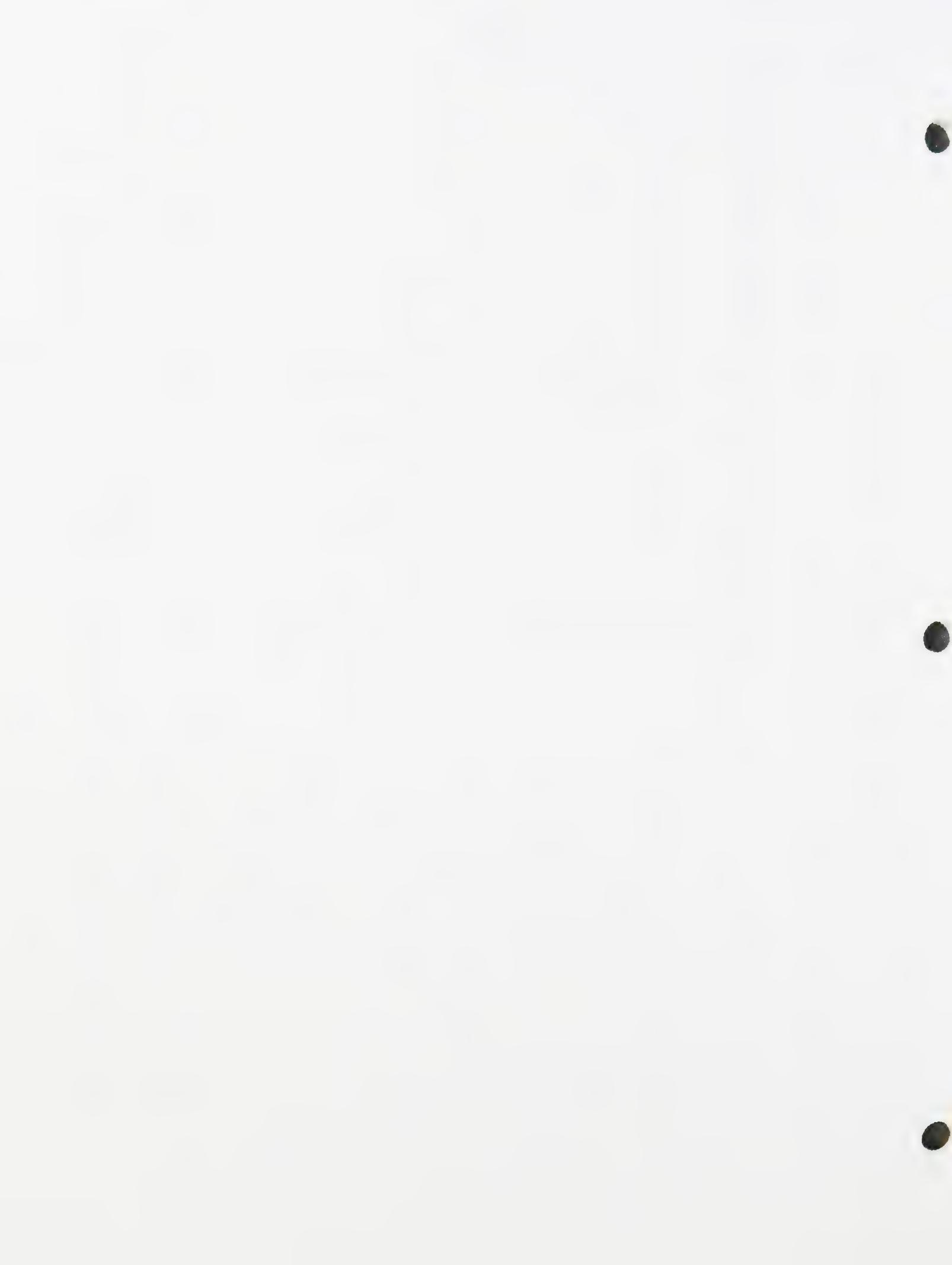
For the purposes of this report, a budget of approximately \$345,000. will be assumed.

AC/bb

Att.



Selected Projects for Commencement - Summer 2001				Appendix II (REVISED)
Item	School	Project	Estimated Project Cost	Remarks
1	Westdale	All listed items	\$752,500	Approval needed to order lockers which have a long delivery time. Summer is the most appropriate time for painting and installation of ventilation improvements.
2	Dundas Central	Ventilation improvements	\$130,000	Ventilation issue related to mould.
3	To be Determined	Computer Room Upgrades/DT/FS	\$75,000	To ensure readiness for September 2001 and to ensure tie-in with IBM program
4	Waterdown	Atrium retrofit for flooring	\$45,000	Work can only be completed in the summer.
5	To be Determined	Fire Code compliance - part 4	\$200,000	Code compliance requirements which must commence this summer
6	Mountview	Playground Improvements	\$50,000	Urgent repairs needed before September 2001.
7	Prince Philip	Playground Improvements	\$50,000	Urgent repairs needed before September 2001.
8	Lawfield/Vern Ames	Playground and Parking Improvements	\$280,000	Urgent repairs needed before September 2001. Has been a safety concern for several years
9	Highland	Asbestos removal	\$550,000	Due to the significant scope of this project some work will commence in the summer. Specific focus to the mechanical room.
10	Highland	Roof repairs	\$192,000	Urgent repairs needed before September 2001.
11	Sir Isaac Brock	Roof repairs	\$90,000	Urgent repairs needed before September 2001.
12	Millgrove	Parking and entrance improvements	\$40,000	Urgent repairs needed before September 2001 for safety reasons
13	Mount Albion	Water Service replacement	\$100,000	To avoid service disruption due to freezing.
14	Barton Secondary	General renovations	\$850,000	Approval needed to address the shortfall with the tendered value for phase 3.
15	Centennial School	Roof repairs	\$160,000	<i>Due to deterioration of the gymnasium roof and damage to the gym floor</i>
16	Billy Green School	<i>Parking Area Fence & gate installation</i>	\$25,000	<i>Due to safety implications it is recommended to proceed to complete this project this summer</i>
17	Westmount Seconda	<i>Roof repairs</i>	\$160,000	<i>Due to deterioration of the existing roof and large number of repairs during recent May rains.</i>



#12

TO: Merv Matier, Director of Education and Secretary
FROM: A. Cupido, P.Eng., Superintendent of Plant Services
RE: District Heating Initiative
DATE: June 19, 2001

Approved for distribution
by the Director.

Signature:

Date:

M. Matier
June 15/01

Recommended Action:

Moved by _____ seconded by _____ that
The Board authorize the Superintendent of Plant Services to proceed with providing a "Memorandum of Intent" to enter an agreement with the Hamilton Community Energy Company to supply the Hamilton-Wentworth District School Board heating and cooling at the Education Centre and Sir J.A. MacDonald High School.

Background:

The heating and cooling central plants at both the Education Centre and Sir J.A. MacDonald High School are both beyond their expected useful lives. They have become unreliable in recent years.

Current risk factors are:

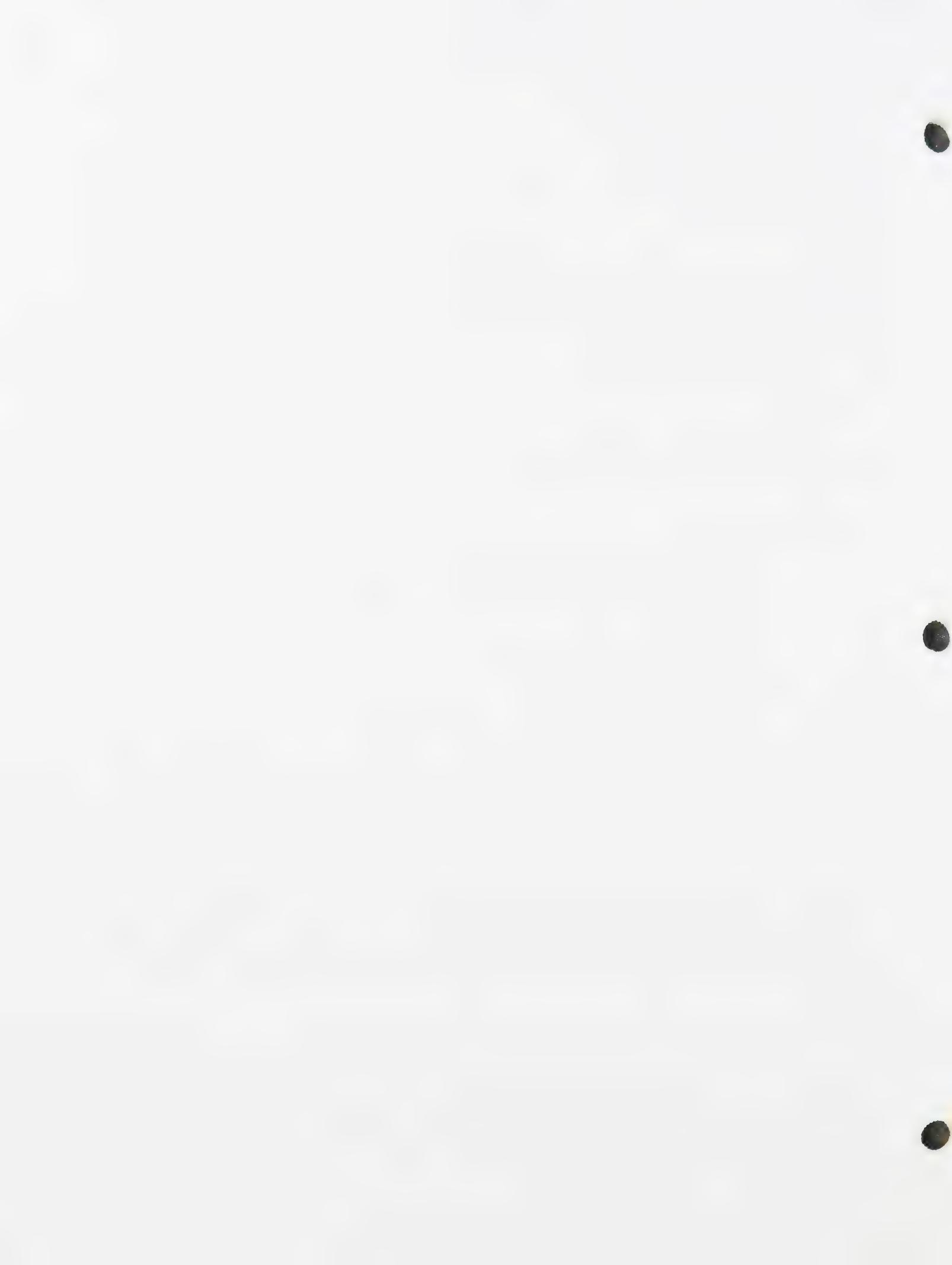
1. The secondary boiler at the Education Centre is beyond repair and requires immediate replacement before the 2001/2002 heating season.
2. The primary winter boiler has internal leaks requiring immediate repairs. With only one primary winter boiler this building is at high risk should a catastrophic failure occur.
3. The cooling tower at the Education Centre is in need of replacement within 2 years. Estimated cost \$75,000.
4. Air conditioning system at Sir J.A. MacDonald school is 30 years old, not reliable, has no back up and operation is extremely inefficient.

The Hamilton Community Energy (HCE) Company is developing a downtown district heating system to serve the downtown core with a combined heating/power plant with a future vision to heating with residual industrial sector heat. The district heating concept has many environmental, community and financial benefits, details that can be found in the preliminary "Hamilton-Wentworth District School Board Heating System Proposal" booklet.

The financial viability of such a project relies heavily on the ability to get a high percentage of customers within a small geographic boundary. The Hamilton-Wentworth District School Board participation is a key factor in the overall economics of the District Heating project. Of great appeal to the Hamilton-Wentworth District School Board is the timing of the opportunity being prior to any major replacement of the primary heating and cooling systems at these two locations.

Financial Analysis:

A detailed financial proposal is currently under review which includes significant capital cost avoidance and operational savings at both locations. Tentative location is in the area of Sir J.A. MacDonald High School, on currently owned City property. One option, which would result in considerable savings to the Board, is the potential to locate the District heating station on the Sir J.A. MacDonald property. This option is appealing to Hamilton Community Energy.





#13

THE HAMILTON - WENTWORTH DISTRICT SCHOOL BOARD

IAN D. THOMPSON TRUSTEE - WARD 13 (DUNDAS)

**NOTICE OF MOTION – IAN D. THOMPSON**

June 7, 2001

Madam Chair:

WHEREAS cigarette smoking causes about 30% of cancers in Canada
(2000 Cdn Cancer Statistics)

WHEREAS cigarette smoking is the cause of over 80% of lung cancer cases.
(2000 Cdn Cancer Statistics)

WHEREAS lung cancer is the leading cause of cancer deaths in men and women.
(2000 Cdn Cancer Statistics)

WHEREAS tobacco causes over 40, 000 deaths per year in Canada.
(2000 Cdn Cancer Statistics)

WHEREAS the legal age to purchase and smoke tobacco products is 19 years of age.

WHEREAS the majority of students in Hamilton-Wentworth District School Board are under the age of 19.

THEREFORE be it resolved that Hamilton-Wentworth District School Board amend its Smoke-Free Policy to read as follows:

Action

In the School Building and On School Property:

ALL Violations

The principal **MUST** suspend the student for three (3) days according to Operating Procedure SP-20 [Suspension of Pupil] (see Section 3.12 of the Drug Education Policy) and section 2.2.7, of the Drug Education Policy (re follow-up interventions).

Ian D. Thompson
Trustee Ward 13 (Dundas)

10. Compliance – Disciplinary Actions for Violations of the Policy:

10.1 Staff Infractions

Interventions with respect to staff violations should be constructive in nature rather than confrontational, consistent with the Board's Progressive Discipline Policy and Procedures.

Staff violating the Smoke-Free Policy should be requested to stop the infraction and informed of the Policy as well as possible penalties associated with intervention of the no-smoking ban, as set out in the Tobacco Control Act.

Principals, managers and supervisors will follow *Steps, Section B. Formal Process*, as outlined in the Board's Progressive Discipline Procedures, in addressing violations of the Smoke-Free Policy.

10.2 Student Infractions

Section 3.4 Tobacco Usage of the Board's Drug Education Policy has been amended to prohibit students from smoking in all elementary, middle and secondary schools as well as at Board sites and on Board property.

The development of awareness programs for students and the provision of help through staff and peer counselling, for those who wish to stop smoking, are suggested means of encouraging positive student response in support of the Smoke-Free Policy and Section 3.4 Tobacco Usage of the Drug Education Policy.

The following are action steps to address student violations of the Drug Education (3.4 Tobacco Usage) and Smoke-Free policies:

In the school building:

Violation	Action
One	The principal shall suspend the student for three (3) days, according to Operating Procedure SP-20 [Suspension of Pupil] (see Section 3.12 of the Drug Education Policy) and section 2.2.7, of the Drug Education Policy (re follow-up interventions).

On school property:

Violation	Action
One	The Principal must advise the student to stop the infraction and advise or reaffirm the Board's Smoke-Free Policy and Tobacco Usage Policy on all Board property. Remind the student of penalties associated with contravention of the Tobacco Control Act. Suggest available smoking cessation resources available through school programs or locally.
Two	The Principal shall suspend the student for three (3) days, according to Operating Procedure SP-20 [Suspension of Pupil] (see Section 3.12 of the Drug Education Policy) and section 2.2.7, of the Drug Education Policy (re follow-up interventions).

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GOVERNMENT DOCUMENTS

THE HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD

BUSINESS COMMITTEE
Thursday, September 13, 2001

7:00 p.m.

A G E N D A

7:00 p.m.

1. Call to Order
2. Approval of Minutes of June 19, 2001
3. Business Arising from the Minutes
4. Approval of Agenda

L. Orban

ACTION ITEMS:

5. OPSBA – 2001/2002 Membership Fees D. Grant
6. Status: Outstanding School Closure Issues D. Grant
7. Comprehensive Waste Management Program A. Cupido

CORRESPONDENCE:

8. Greater Essex County District School Board re Allocation for Textbook Resources for Grade 11

DISTRIBUTION:

Nil.

Public Questions for Clarification

Future Meetings:

Special Education Advisory Committee Board	September 26, 2001 September 27, 2001	7:00 p.m. 8:00 p.m.
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MINUTES OF THE BUSINESS COMMITTEE
June 19, 2001

Those Present: Lillian Orban (Chair), Judith Bishop, Robert Barlow, Eleanor Johnstone, Wes Hicks, Wayne Marston, Ray Mulholland, Laura Peddle, Ian Thompson and Bruce Wallace.

Regrets: Reg Woodworth.

In attendance: M. Matier (Director of Education and Secretary), D. Grant (Superintendent of Business and Treasurer), K. Bain (Superintendent of Education – County West), Elizabeth Bond (Superintendent of Education – Secondary East), Marguerite Botting (Superintendent of Instructional Services), N. Campbell (Superintendent of Education – Mountain West), K. Croxall (Superintendent of Education – County East), T. Cupido (Superintendent of Plant Services), P. Gillie (Superintendent of Education – Mountain East), W. Joudrie (Superintendent of Education – City East), C. Reid (Superintendent of Education – City West) and J. Wibberley (Superintendent of Education – Secondary West).

Also in attendance:

D. Sage, Manager of Accommodation and Planning
L. Veerman, Manager of Budget

1. Call to Order

L. Orban called the meeting to order at 6:37 p.m.

2. Approval of Minutes of May 10, 2001

It was moved by E. Johnstone: That the minutes of May 10, 2001 be approved.
CARRIED.

3. Business Arising from the Minutes

Nil.

4. Approval of Agenda

Added Item:
15. Verbal Update re Winona School - R. Barlow

DELEGATION:

5. Rosedale Vice-Principal Allocation

Glenn Weaver, Rosedale School Council Co-Chair and Tammy Henderson, Home and School President, made their presentation.

T. Henderson highlighted the following points:

- Student safety could be compromised without a full-time administrator on site.
- In recent years there have been many staff changes in administration and staff.
- Maintenance of the current level of program will be difficult.

In light of the presentation,

It was moved by W. Marston:

(a) **That the presentation on the Principal/Vice-Principal complement at Rosedale/Viscount Montgomery Schools be referred to the Superintendent in charge of staffing.**

- (b) That the Superintendent shall review the presentation with the intent to increase the staffing complement.
- (c) That if the request for increased staffing cannot be accomplished, the Superintendent will outline in writing to the presenter the criteria for staffing.

B. Wallace reminded members of a similar situation brought to the last Education Committee with respect to two triple grade classes.

In clarification, K. Bain stated that the administrative allocation is not reviewed with the September enrolment. This would only be considered if there were an extreme increase in student enrolment; however, the trend is towards a more stable student population.

K. Bain made the following points/clarifications in response to questions:

- There are 10 schools with a stand-alone vice-principal designated to the school.
- Rosedale School has a student population of 196 FTE.
- The administrative staffing formula does not account for exceptional students in the regular class, only for exceptional pupils in the special class.
- Trustees approved the staffing formula that was brought to trustees in April and was then confirmed at the April 2001 Board.
- The principals association was part of the committee who endorsed this staffing formula.

Trustees made the following points regarding the delegation presentation:

- If the principal allocation formula was followed there should be no need to revisit this situation.
- Students have been doing well with respect to discipline with a full-time administrator in the school.
- This could open the door for all schools who have been allocated a half time vice-principal to ask for a change.
- The twinning of Rosedale and Viscount Montgomery is different in that it is the twinning of a JK-5 and a JK-8 school.

To the motion, **CARRIED**.

ACTION ITEMS:

6. Enrolment Report – March 31, 2001

L. Veerman outlined the report.

It was moved by B. Wallace: That the enrolment summary reports for March 31, 2001 be received for information.

J. Bishop noted the difference in student enrolment between October and March and the number of students lost had increased.

L. Veerman noted it is customary to have a reduction in March than October.

To the motion, **CARRIED**.

Noting at a recent conference she had attended, it was suggested that Board's should be aware of their absenteeism and drop out rate.

It was moved by J. Bishop: That within the next nine months a report regarding the retention and drop out rates be brought to the Board.

L. Peddle pointed out that secondary students who finish school the first semester don't go back to school in January. This is not a retention issue; rather, these students are finished school.

Speaking in support of the motion. B. Wallace pointed out that gathering data is very important. After attending a session at OPSBA by Dave Cooke. B. Wallace felt it is important to know why students are leaving our Board.

M. Matier noted the same discussions have taken place at Executive Council regarding the need to gather data to predict trends and program accordingly.

Referring to the timeline in the motion, W. Marston asked whether this was reasonable. M. Matier responded it was.

To the motion. **CARRIED.**

7. Community Use Of Board Facilities 2000/2001 Report

D. Sage outlined the report.

W. Hicks commended D. Sage on a thorough report; however, he expressed concern regarding the reciprocal agreement portion.

D. Sage clarified that since the policy was developed there have been six municipalities that have been brought together and he believes the Board has a full commitment from the City regarding the reciprocal agreement.

In response to a query, D. Sage clarified that one model will fit all with respect to the municipalities and the reciprocal agreement.

Responding to a query, D. Sage explained that fees that are recovered are allocated back to the facility in areas such as administration, floor resurfacing and overhead.

It was moved by B. Wallace: That the Community Use of Board Facilities report be received for information.

J. Bishop thanked D. Sage for the report and commented on the community relationships, for example, The Industry Education Council and Family Services.

To the motion. **CARRIED.**

8. Acquisition of Wills School Bus Lines by Attridge Transportation Inc.

D. Grant called upon D. Sage to present the report. He noted this report is advising members of the acquisition of Wills School Bus Lines by Attridge Transportation. He expressed what a pleasure it has been dealing with the Wills family and offered sincere thanks to them as our Board is the only one they have serviced in their 60 years of service.

It was moved by J. Bishop: That the report on the acquisition of Wills Bus Lines by Attridge Transportation be received for information.

CARRIED.

School Budget Surplus Carry Forward

It was moved by J. Bishop: That the requests for school budget surplus carry forward in to the 2001-2001 school year as outlined in Appendix A dated June 19, 2001 be approved.

Referring to Appendix 9-1, D. Grant clarified that Westdale School should have been on this list.

To the motion, **CARRIED**.

9. Tender Results:**a) Bell-Stone Roofing**

A. Cupido outlined the report.

It was moved by J. Bishop: That the roofing project at Bell-Stone school be awarded to Schreiber Brothers Limited of Hamilton, in the amount of \$158,770 plus GST.
CARRIED.

b) Highland Secondary School Dust Collection System

A. Cupido outlined the report. He clarified the project could begin by mid-summer of this year.

It was moved by I. Thompson: That the Dust Collection System project at Highland Secondary School be awarded to Bavco Construction Limited, of Lynden, Ontario, in the amount of \$105,900 plus GST.

CARRIED.

10. Renewal Projects – Summer Projects 2001

A. Cupido reminded members that the Building Renewal Project Report was approved at the May 2001 Business Committee meeting. After further investigation he believes it is in the Board's best interest to accelerate those projects.

It was moved by W. Marston: That the Superintendent of Plant Services be authorized to proceed with selected projects listed on Appendix II (*revised*) prior to September 1, 2001. Costs incurred in 2000/2001 to be funded on a temporary basis from working reserves.

CARRIED.

11. District Heating Initiative

Pointing out that this initiative makes sound environmental sense; A. Cupido highlighted the following points:

- This proposal will provide a number of benefits for the downtown core.
- The boiler is in significant need of repair.
- The proposal will help offset capital costs.
- An additional utility plant will produce heat and utilities for our Board.

He added this is a memorandum of intent with an opportunity to review the figures rather than the need for a final decision at this time.

It was moved by R. Mulholland: That the Board authorize the Superintendent of Plant Services to proceed with providing a "Memorandum of Intent" to enter an agreement with the Hamilton Community Energy Company to supply The Hamilton-

Wentworth District School Board heating and cooling at the Education Centre and Sir John A. Macdonald High School.

Responding to a query, A. Cupido clarified in order to offset a number a capital costs one opportunity would be to put a small power plant on the Sir John A. Macdonald property.

To the motion. **CARRIED.**

13. Notice of motion re smoking

R. Mulholland suggested this Notice of motion be referred to the Joint Advisory Committee for input from all stakeholders.

E. Johnstone asked that the Education Centre location as well as schools be included in any discussion that takes place at the Joint Advisory Committee meeting.

It was moved by R. Mulholland: That the Notice of Motion regarding smoking be referred to the Joint Advisory Committee.

CARRIED.

14. Request for Update re Vocational Programs

Members agreed to defer this item until the September 2001 Education Committee.

15. Winona Update

D. Grant advised members he has requested advice from the Board's solicitor regarding the Board's potential claim.

Adjournment:

It was moved by R. Mulholland: That the meeting be adjourned at 8:09 p.m.

CARRIED.

kc



A C T I O N I T E M S

*BUSINESS COMMITTEE
2001 09 13*



#5

B.S. MSS.

The Hamilton-Wentworth District School Board

Memorandum

to the Board of Education by the Director.

Signature: _____

Date: _____

To: Merv Matier, Director of Education

From: Don Grant, Superintendent of Business and Treasurer

Date: September 13, 2001

Subject: Ontario Public School Boards' Association - 2001/2002 Membership Fees

Recommended Action:

Moved by _____

That the 2001/2002 Ontario Public School Boards' Association Membership Fee in the amount of \$87,005.98 (GST included) be approved.

Rationale:

The 2001/2002 budget has sufficient funds to accommodate the cost of the membership fees.

1998/1999	\$90,647.19
1999/2000	\$87,076.60
2000/2001	\$87,782.80
2001/2002	\$87,005.98

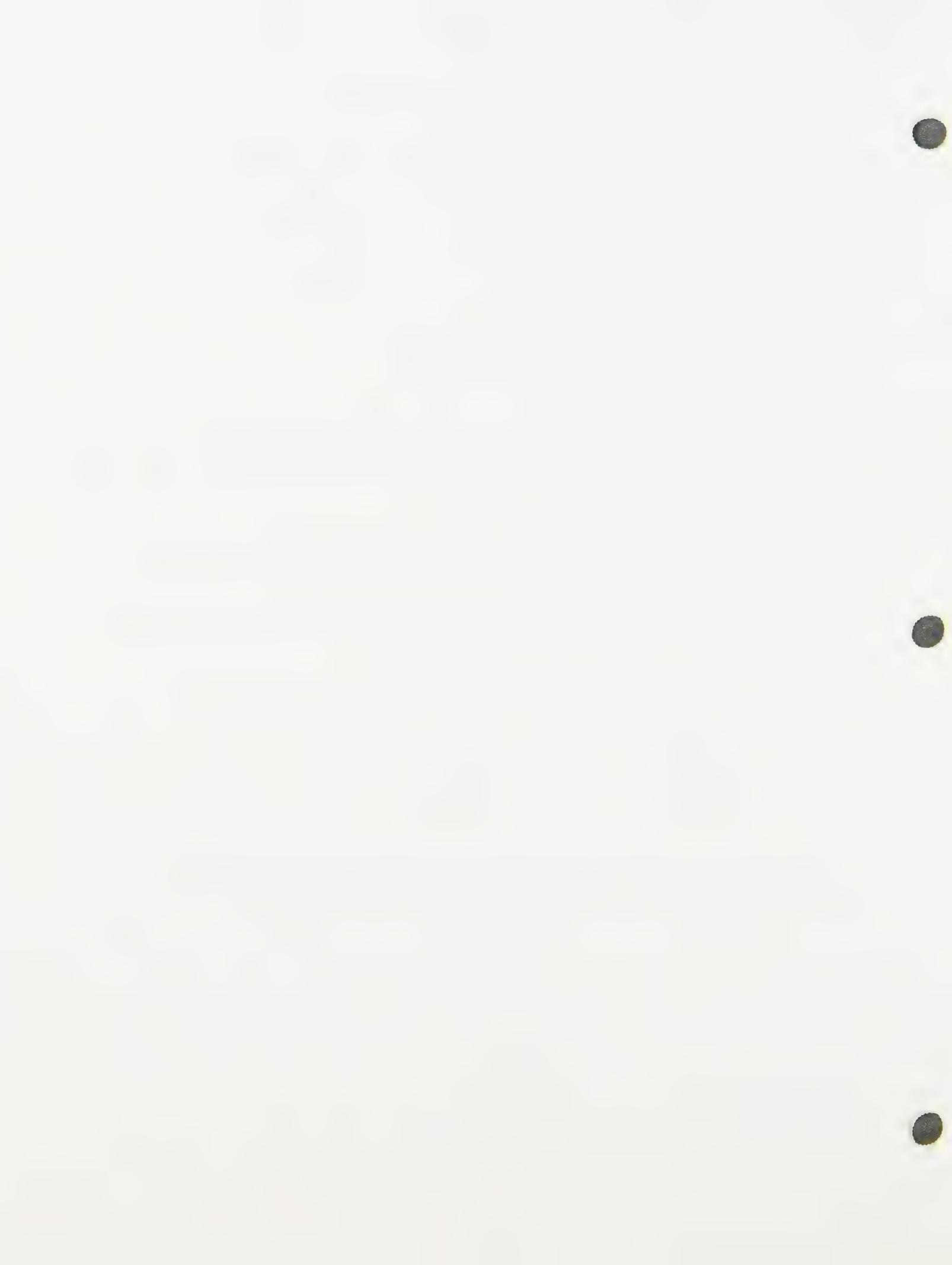
(Fees include GST)

The attached memo from Liz Sandals, President and OPSBA Executive Council, dated May 29, 2001, provides a summary of the services that the association provides on the Board's behalf.

Thanks
DG

DG/GdeJ

attach.



LIZ SANDALS
President

GAIL ANDERSON
Executive Director



ONTARIO PUBLIC SCHOOL BOARDS' ASSOCIATION

439 UNIVERSITY AVENUE, 18th FLOOR, TORONTO, ONTARIO M5G 1Y8

TELEPHONE: (416) 340-2540 • FAX: (416) 340-7571

Invoice to:		Hamilton-Wentworth District School Board P.O. Box 2558 100 Main Street West Hamilton, Ontario L8N 3L1							
Invoice#19-01/02		Date: September 01, 2001	GST Registration No. R107800344						
QTY	DESCRIPTION		AMOUNT						
	2001/2002 Membership Fee September 01, 2001 to August 31, 2002		81,314.00						
<input type="checkbox"/> Please check here if board wishes to receive Education Today Magazine (please add \$16.00+GST)* * Per the Department of Canadian Heritage's new PAP compliance guideline									
Term of Payment: Membership fees due September 01, 2001 Late payment subjects to 1.5% interest charge									
			<table border="1"><tr><td>Total</td><td>81,314.00</td></tr><tr><td>Federal GST</td><td>5,691.98</td></tr><tr><td>TOTAL</td><td>87,005.98</td></tr></table>	Total	81,314.00	Federal GST	5,691.98	TOTAL	87,005.98
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TOTAL	87,005.98								



LIZ SANDALS
President



GAIL ANDERSON
Executive Director

ONTARIO PUBLIC SCHOOL BOARDS' ASSOCIATION

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TELEPHONE: (416) 340-2540 • FAX: (416) 340-7571

WEBSITE: <http://www.opsba.org>

TO: Member Board Chairs and Directors of Education

Members of the OPSBA Board of Directors

cc. OPSBA Member Board Delegates

FROM: Liz Sandals, President and OPSBA Executive Council

DATE: May 29, 2001

RE: MEMBERSHIP

During 2000 - 2001, the Ontario Public School Boards' Association (OPSBA) has become increasingly efficient and effective. We have implemented organizational renewal that has sharpened our focus by shifting our priorities toward strategic planning, political action and media relations. Throughout, OPSBA has not been distracted from its objectives – representing the interests of our member boards and building strong support from the public we serve.

OPSBA has been at the forefront of presenting not only the views, but, more importantly, the needs of public school boards to the provincial government. There has been a concerted effort on the part of OPSBA to reinforce an understanding of the complexity and reality of the issues facing Ontario's publicly-funded school system.

School boards provide crucial checks and balances on provincial powers. School boards, however, need a support and advocacy system to help them express their needs so that changes to provincial policies are sensible ones that benefit students. OPSBA provides that network to ensure that the very real differences that exist across our vast province are not overlooked in provincial equations.

School board staff and OPSBA's staff are in regular contact and communication on a variety of issues. OPSBA assists and supports the daily operations of your board by working collaboratively with the Director of Education; Superintendents of Special Education, Human Resources, and Curriculum; as well as other relevant personnel. Some examples are: the development of well-researched, well-documented policy positions, policy frameworks and templates; managing issues effectively through strategic

planning; and providing analysis on the collective bargaining process.

For a complete list of the issues dealt with by OPSBA's board and committees, please see the Issues Management Flow Chart and the Policy section of OPSBA's website.

One new direction OPSBA is moving in is to provide a special voluntary affinity program for OPSBA members. This program will provide member board participants, who join on a strictly voluntary basis, benefits such as large group savings for travel, hotels, car rentals and specialized service purchases like computers, palm pilots and other specially priced items and services. Watch for details regarding this new program.

In review, we would like to specifically highlight some of the initiatives and activities undertaken by OPSBA during the past year.

EDUCATION FUNDING

OPSBA and its member boards have been heavily involved in discussions and lobbying regarding education finance at the provincial level. As a result of these actions education funding has been positively impacted and all public boards in the province have benefited.

Energy Deregulation

Energy deregulation continues to be a matter of serious concern from the point of view of availability, delivery and costs. Potential cost increases continue to be rumoured to be more than 25%. OPSBA is studying the issues related to deregulation and a variety of alternative future directions and is developing an action plan.

Remote and Rural Grant

The Remote and Rural Grant has been modified following consultation with representatives from rural and northern boards and OPSBA. The total impact of these changes will increase funding for remote and rural boards by \$37 million.

Transportation

On May 3, 2000 the Treasurer of Ontario in the Ontario Budget 2000 included a provision of \$23 million for transportation, primarily as a fuel escalator for rural and northern boards. OPSBA was instrumental in lobbying the Treasurer and the Ministry of Education in this regard. This amount, however, was not continued in the 2001/2002 General Legislative Grant Regulations.

It has been suggested that we continue our efforts in seeking a mid-year funding adjustment to recover this amount, appropriately related to the 2001/2002 year. OPSBA will continue to lobby on this issue.

Utility Cost Increases

During 2000/2001 boards of education faced significant cost increases in the area of utilities to the extent of some \$70 million. In April 2001 the Ministry of Education allocated a mid-year funding adjustment of approximately \$40 million. This additional amount was not included in the 2001/2002 grant regulations.

OPSBA will be making strong submissions to the Ministry for reinstatement of the \$40 million plus the shortfall from 2000/2001 and for additional funds for 2001/2002.

Flexibility

OPSBA and many individual boards have been seeking more flexibility in the allocation and use of the funds provided within the Student Focussed Funding Model.

Under the 2001/2002 General Legislative Grant Regulations the Ministry of Education has given boards an increased "Flexibility Fund" which is the total of "local priorities", increased amount of Remote and Rural and any other increases in operating funding. These funds may be spent at the discretion of the board without the restrictions imposed by the "envelopes".

The amount of \$360 million (provincially) is being designated as flexible for 2001/2002.

Pupil Accommodation Grant

OPSBA's request to base school capacities on localized areas rather than the board's entire jurisdiction have been recognized. The government has changed the criteria for funding for new pupil spaces. The changes to the criteria will increase flexibility when boards are facing both growth areas and areas of declining enrolment within their board wide jurisdictions.

Capital Related Debt

School boards have been carrying capital debt commitments from before the introduction of Student Focussed Funding. When the new funding approach was announced the government indicated that it would provide funding for these commitments for three years ending in the 2000/2001 school year.

OPSBA sought a more formal, long term position from the government. The government has now confirmed, with the new regulations, that funding will be provided for interest and principal until the debt is retired.

LABOUR RELATIONS SERVICES

Labour Relations Services continued to focus on the provision of timely, accurate information and advice to support the collective bargaining process and other human resources functions in member boards. Several enhancements to the services have been initiated, based on input from the Provincial Labour Relations Network (PLRN). Areas of emphasis have included:

Negotiations – Teaching and Support Staff

Much of the work of the Labour Relations Services staff continues to be in support of the local collective bargaining process. Through LabRnet and frequent personal contact by phone and e-mail, staff keep up-to-date on the status of bargaining around the province, and provide advice and assistance to the labour relations professionals in the boards. Our aim is to provide fast responses to requests for information and the positive feedback we have received indicates that a very high level of service is provided.

Immediately following the closing of this year's Labour Relations Symposium, there was a meeting of Directors, Chairs and senior Human Resources staff, organized by Labour Relations Services. The purpose of the meeting was to examine the concept of provincial bargaining, in light of the Government's serious consideration of moving to a provincial model of bargaining due to their dissatisfaction with the results of individual public school board bargaining. It appears that the government has not yet decided whether to continue with local bargaining or move to provincial bargaining, and has set the issue on the "back burner".

Educational Partner Liaison

OPSBA's Director of Labour Relations actively participates on several provincial committees and ad hoc work groups, including the Teacher Testing Project and the Pay Equity Commission. Our participation on these committees enables us to provide input to the decision-making process and keep member boards apprised of critical issues and decisions, which have an impact on labour relations.

Provincial Labour Relations Network (PLRN)

Labour Relations Services facilitates meetings of this provincial group four times a year. The PLRN has become a primary and invaluable method of providing and sharing information, opinion and strategy on key labour relations issues and concerns to member boards, through their representative Human Resources staff and trustees.

LabRnet (Labour Relations Network)

LabRnet is nearing the end of its second successful year of service to OPSBA's member boards, Catholic District School Boards and education partners. It continues to grow and

evolve with the provision of new services based on subscriber priorities. Many boards use the service "on-line", during the bargaining process. In addition to the 'Practitioners' Lounge Chat Room', LabRnet now offers school board practitioners a Bulletin Board service, where they can post and respond to questions from their colleagues across the province. Labour Relations Services continues to enhance LabRnet's services to member boards by providing analysis reports on important topics defined through PLRN.

Annual Labour Relations Symposium

Each spring, OPSBA runs a symposium for member boards and education partners. Attendees benefit from informative keynote speakers, plenary sessions and workshops focusing on labour relations and human resources issues in the education sector. This year's Symposium received high marks from the 125 participants.

Labour Relations Services will continue to serve member boards on labour relations and human resources issues, and to lobby the appropriate government ministries and other education partners on issues that influence labour relations and human resources in the public education sector.

LOBBYING

This past year the OPSBA Executive, Board, staff, work teams, and ad hoc committees continued to analyse, develop and evaluate education policies. A team approach has been adopted by our staff who work together with the Executive to expand our Association's lobbying efforts on current and emerging issues. OPSBA staff review their work in light of our members' needs and work with the Executive to set priorities that support the work of our membership. Lobbying information is available in a regularly updated Lobby Binder and on the OPSBA website.

Regular contact was made with the Premier's Office; Ministry of Education; Ministry of Labour; and the Ministry of Finance. These meetings resulted in significant changes in education policy and the funding model. In addition, OPSBA continually monitors government activity in the Legislature and reports to boards through selected Instant Hansard, e-mail and *Fast Reports*.

Meetings were also conducted with a variety of individuals and organizations including: Education Quality and Accountability Office; College of Teachers; Ontario Association of School Business Officials; Ontario Teachers' Federation; Ontario Federation of Home and School Associations; Canadian School Boards Association; Ontario Parent Council; Council of Ministers of Education, Canada; Ontario Principals' Council; Ontario Secondary School Teachers Federation; Elementary Teachers' Federation of Ontario; Ontario Public Supervisory Officials' Association; and School Improvement Task Force, to list but a few.

OPSBA WORK TEAMS

Program Work Team

This year, the Program Work Team heard from a variety of guest speakers about areas of interest. Dawn Walker, Executive Director of the Canadian Institute of Child Health, spoke to the Work Team about their report, "*The Health of Canada's Children*." As a result of some direction from Executive Council, the Work Team also discussed the issue of provincial test results released in Method 1 and Method 2 by the EQAO. Angela Rosati addressed the group to discuss that topic. David Vickers, of the Early Years Challenge Fund and Ontario's Promise office, provided the Work Team with an update as to their work, and discussed the internal changes to the Office of Integrated Services for Children. The Young Offender's Act, Special Education, Code of Conduct and Dress Code, Playscapes and the Mustard McCain report were also discussed during the course of the year.

Policy Work Team

The Policy Work Team spent much of their focus over the past year on their governance paper, *Exploring Future Directions for Publicly Funded Education*. The Work Team shaped this document, carefully reviewed it and spent considerable time on it. A number of issues were also discussed, including the School Council regulations, Pre-Budget submission, teacher testing, the Robins' Report and Safe Schools.

Ministry of Education Curriculum Working Group

OPSBA provided representation to the Ministry of Education Curriculum Working Group. This group meets quarterly to identify problems arising from the implementation of the new Ontario curriculum. The group brings forward recommendations for funding or policy changes with respect to curriculum issues. The Working Group identified the following as current issues for school boards: textbooks, split grades, the double cohort, and the need for a review of the new curriculum (both content and implementation). Through OPSBA's participation on this Working Group, boards have had substantive input into locally-developed courses, guidelines and suggestions for managing split grade classes, school board requirements to address the double cohort, and issues arising from the evaluation of the new curriculum implementation process.

Ministry of Education Exemplars Development Committee

An OPSBA representative participated on the Ministry Exemplars Development Committee which is responsible for the development of exemplars in all elementary and secondary curriculum subjects. Exemplars, which are samples of student work at each

of the four achievement levels, are provided to teachers so that they have a good understanding of the student work represented by each of the levels.

Ministry of Education ISA Working Group

OPSBA staff participated on the Ministry ISA Working Group which reviewed the issues and developed recommendations for the Minister to revise the ISA funding model. The committee pushed hard for funding to be stabilized until the Ministry developed a process that worked well and was fair. Through OPSBA's participation in this group, member boards had significant input into refining criteria for ISA. As well, the Association influenced the quality and consistency of the ISA validation process, identified issues respecting the fairness of the profiles, and highlighted the concerns of Northern and Rural boards regarding assessments. At each meeting, OPSBA expressed unwavering support for stable ISA funding. This has served the boards well through the funding model transitions and has saved member boards millions of dollars.

OPSBA's Special Education Technical Advisory Group was instrumental in providing the Association with expertise to help support the deliberations of the ISA Working Group.

Safe Schools Policy Templates

OPSBA coordinated the development of policy templates for member boards with a committee of principals and supervisory officers, in close consultation with legal counsel. These policy templates were developed to meet the requirements of the amendments to the *Education Act* and new regulations for schools regarding dress code, access to schools, and suspension/expulsion policies and procedures. The policy templates were distributed to all Association member boards at end of April 2001. Because the templates were developed in close association with legal counsel, the member boards avoided incurring individual legal and staff policy development costs which contributed to savings of several thousands of dollars. In addition, the process provided boards with an excellent, consistent, ready-to-use product.

Networking, Consultation, Information

OPSBA staff regularly network with Ministry staff, school board field staff, and other education-related specialists on issues arising in the areas of curriculum and special education. In addition, OPSBA staff worked with and provided information to board staff and trustees through various means, including *Fast Reports*, on curriculum and special education issues and organized professional development activities for OPSBA conference programs.

The OPSBA website has taken a new policy direction. A Policy and Program component has been added which features information on issues concerning Legislation, Children, Finance and Program as well as sections on Interesting

Programs, Policy and Program Work Teams and the Suspension/Expulsion Process. These sections are a work in progress and will be regularly updated to keep members informed of the most recent developments. The OPSBA staff welcomes any news you would like to highlight on this site regarding your schools or school boards.

MEDIA RELATIONS

Much of the public discussion around issues facing the education system occurs in the print and broadcast media. Current issues such as a voucher scheme for private schools, extracurricular activities, teacher negotiations, general legislative grants, EQAO Grade 10 Literacy test, teacher testing, school closures, and a provincial code of conduct for students receive prominent media coverage.

OPSBA plays a key role in shaping public opinion and influencing policy development on education issues through the media. This past year, OPSBA has established, developed and maintained long-term relationships with relevant education reporters and the Queen's Park press gallery. OPSBA remains a primary and credible voice whether it's providing background information to an editorial board on inequities in the funding formula; responding to the media's questions on current issues such as the extracurricular impasse ; or initiating stories in the media that highlight the concerns of boards from across the province.

In addition, OPSBA has supported our member boards by providing media strategies and assistance as requested. OPSBA reports and promotes the excellent achievements and programs in public education through the media, including OPSBA's magazine titled **Education Today**. OPSBA staff continue to maintain and enhance our working relationship with communications officers by providing relevant and timely information to support the media issues at the local boards.

ENVIRONMENTAL AND OCCUPATIONAL HEALTH AND SAFETY

The Ontario Public School Boards' Association has supported member boards in their efforts to comply with the legislation surrounding workplace safety and environmental issues.

During the past year, OPSBA has participated in consultation with public and private sector employers interested in reducing accidents and injuries and in common sense solutions to complex problems. As a member of the Employers' Council of Ontario, OPSBA has had input into position papers with regard to compensation of a Chronic Pain Initiative, and a Safe Drinking Water initiative for the Ministry of the Environment.

OPSBA is a member of the Advisory Consultation Group to the Workplace Safety and Insurance Board, providing input to the WSIB on policy initiatives. OPSBA has recently

been appointed to the Occupational Disease Consultation Group, chaired by Brock Smith, on the advice of the WSIB Policy and Research Branch. The panel will produce a final report, June 2002, on the scientific and legal principles for adjudicating occupational disease claims. This initiative is of vital interest to member Boards as more occupational disease claims are being filed for respiratory illnesses (asthma) deemed to have occurred during the course of employment with the school boards.

OPSBA has supported the development of an Information Package for School Inspections that is currently available to all boards through the Education Safety Association of Ontario. The package is now available in French. The ESAO has recognized OPSBA for its contribution at the Conference 2001 held in Toronto in May of this year.

Other initiatives have included research into legislative changes proposed by the government including the requirement to provide Certification training, Part II, to the management and labour certified members of each board's Joint Health and Safety Committee; and an offer of free assistance to isolate or very small boards made by the Office of the Employer Advisor with regard to managing or appealing WSI claims. OPSBA keeps members apprised of Ministry intentions such as the Young Worker Awareness program jointly funded by the Ministry and Ford Canada; updates from the Ministry on enforcement and prosecutions.

PROFESSIONAL DEVELOPMENT

OPSBA continues to provide forums for public debate and decision-making through its leading-edge conferences and seminars. Internationally renowned speakers and a wide range of experts who bring their special skills and strategies to OPSBA conferences and seminars are essential to meet the increasing challenges facing school boards today. Member boards continue to take advantage of these valuable training opportunities. As well, throughout the year there are regional training sessions and seminars on current issues.

OPSBA developed pre and post-municipal election information materials. In cooperation with the Ministry of Education and the Education Improvement Commission, OPSBA helped to coordinate regional information meetings across the province. One very useful product of this collaboration was the production of *Educating Together ... a Handbook for Trustees, School Boards and Communities*. OPSBA has this document on a website for ease of updating and access.

In summary, in addition to the special initiatives that the Ontario Public School Boards' Association undertakes on behalf of its member boards, the day-to-day services provided by the Association are also beneficial. As the voice of public education at the provincial level, the Association's range of high-quality and timely services to member boards include:

- government relations and lobbying
- labour relations research and collective bargaining co-ordination and sharing of information
- communications and media relations
- legal defence for public education
- legislative monitoring and policy development
- professional development and conferences
- regional services.

Today, membership in the Ontario Public School Boards' Association is a necessity. Provincial governments rarely listen to the concerns of individual boards. Therefore, the maxim "strength in numbers" certainly holds true for our Association. OPSBA is committed to working with all our members to focus on the value of a strong public education system, open to all and governed by democratically elected local school boards.

OPSBA's members deserve, and must continue to have the opportunity to influence the government's decision-making. It is essential that the provincial government knows the concerns and needs of school boards. With your on-going support, OPSBA will continue to strive to be the competent, informed voice for public education and for all students in the province of Ontario.

Ontario Public School Boards' Association

PART I: POSITIVE SAVINGS ACCRUED BY YOUR BOARD FROM YOUR MEMBERSHIP IN OPSBA

Part of the "dollar savings" of your board's membership and participation in the Ontario Public School Boards' Association can be determined by completing the following calculations for your board and totalling the resulting savings.

Write in the number of FTE students enrolled in your board below and then use this to determine the \$ impact to your board on each of the items listed:

Member Board = Hamilton Wentworth DSB Your board's FTE = 56 111

OPSBA and its member boards have been heavily involved in discussions and lobbying regarding education finance at the provincial level. As a result of these actions, education funding has been maintained or increased by an amount in excess of \$ 328.3 million which has accrued to all boards. The areas impacted by these actions include:

	Estimated Current Annual Impact
Copyright	\$ 1.0 Million
Language Grant - ESL	20.0 Million
Special Education	144.0 Million
Remote and Rural Grant	37.0 Million
Principals and Vice Principals	10.0 Million
Student Transportation	11.6 Million
Early Childhood Education	65.0 Million
Energy Costs	39.7 Million

<u>PROGRAMS AND SERVICES</u>	<u>\$ SAVINGS</u>
A) COPYRIGHT	

OPSBA representing school boards across Ontario previously had participated in a national negotiation for a print copyright licence for schools through the auspices of the Council of Ministers of Education (CMEC) for a copyright licence for schools and achieved fair terms and conditions across the province.

PROGRAMS AND SERVICES

\$ SAVINGS

A) COPYRIGHT (cont)

In 1999, Ontario's public school boards and CANCOPY reached a 5 year agreement which potentially saves Ontario school boards over \$3 million in the first three years of the licence. By basing the tariff increases on CPI in years 4 and 5 of the licence, boards are reassured that the increases will not be higher than 3% and can thus adequately budget for the entire 5 year term of the licence.

As a result of OPSBA's participation on behalf of its member boards, each board currently saves at least **\$ 0.52 per FTE**.

COPYRIGHT savings to your board \$ 0.52 X _____ (FTE)

= \$ _____

B) LANGUAGE GRANT - ESL

The Language Grants have increased as a result of direct lobbying by OPSBA since 1998. The present provincial funding for ESL is based on an assumption that students who have lived in Canada for three years or longer would presumably not require any help in improving their linguistic ability for equitable learning in the classroom. This arbitrary funding approach has completely ignored the genuine needs of many students ie. students who are born in Canada but brought up in a non-English speaking environment.

It is OPSBA's position that the Ministry of Education should base the funding for ESL on the linguistic needs of the student instead of any arbitrary limitation on the length of time stayed in Canada.

OPSBA will reiterate the importance of meeting the needs of English-as-a-second language(ESL) students born in Canada and will continue to lobby the province, the Ministry of Education and the government to address the issues.

The provincial government has maintained funding for school boards in the area of English as a Second Language at the previous year's funding level.

The funding (for the entire province) for ESL has been maintained at \$ 20 million or **\$ 10.14 per FTE**.

Funding Impact to your board: \$ 10.14 X _____ (FTE)

= \$ _____

C) SPECIAL EDUCATION

OPSBA has been involved in discussions with Ministry of Education since the funding model was announced in 1998. OPSBA's continued involvement at the provincial level has contributed to additional funding for special education programs of approximately \$ 70 million provincially.

Through OPSBA's Special Education Ad Hoc Advisory Committee, a set of recommendations which were provided to Ministry staff by the President in meeting with the Ministers of Education and Finance resulted in an additional \$ 70 million funding for the SEPPA grant. This will allow for early intervention and expansion of programs for students with speech and language disorders and learning disabilities.

As part of the ISA Working group, OPSBA will be a participant in reviewing the current funding for special education and make recommendations for changes to the funding regulations.

OPSBA's analysis of ISA funding over the past three years has led to the recommendations of the Association's Ad Hoc Committee on Special Education which have been brought to the working group as the OPSBA position. These recommendations include:

- ✓ reasonable time lines for the ISA funding process
- ✓ establishment of the **ISA floor funding** based upon the best of the previous 3 years funding
- ✓ initiate provisions to allow boards to pierce floor funding based upon increased enrolment and/or increased rate or incidence of ISA claims
- ✓ reduction of the **administrative load** by eliminating the annual province-wide universal claim and validation process and replacing it with one which recognizes claims which have been approved and provides for new claims beginning in Kindergarten

For the 2001/02 fiscal year, some of the recommendations have been adopted. In order to reduce administrative costs, boards will only claim new files each year for students who are new to the Ontario school system or whose needs have changed.

OPSBA's involvement in helping to establish a new baseline of ISA-eligible files that more accurately reflects each board's demonstrated level of need will move the funding toward a more equitable model based upon the real needs of the children.

Funding impact includes section 19 programs
 Annual Special Educ. Impact to your board \$ 72.30 _____ x (FTE)

= \$ _____

PROGRAMS AND SERVICES**\$ SAVINGS****D) REMOTE AND RURAL GRANT**

Following consultations with representatives from rural and northern boards, including representatives from OPSBA, the Ministry has refined the eligibility criteria used for the Remote and Rural Grant.

The funding formula now recognizes the higher pupil costs faced by school boards with less than 16000 students - the average distance between a board's schools and the average distance between the central board office and each school of the board.

For 2001/02 budget year, the Ministry has added \$5M to the Administration and Governance Grant to recognize in part, the additional costs of dealing with more than 30 municipalities within a jurisdiction. The total impact of these changes will increase funding for remote and rural boards by \$37M.

*Remote and Rural funding available to your board
(if applicable): obtain figure from your board's
superintendent of business \$ _____*

= \$ _____

F. PRINCIPALS (VICE PRINCIPALS) IN SMALL SCHOOLS

As a result of OPSBA's lobbying, the issue of leadership at the school level, particularly in small schools was recognized by the Ministry of Education. The ministry has continued to maintain \$10 million to fund principals (vice principals) in boards with higher proportions of smaller schools. This funding will allow principals (vice principals) to spend more time fulfilling their leadership responsibilities.

*Small Schools funding available to your board (if applicable):
Obtain figure from your board's superintendent of business \$ _____*

= \$ _____

G. STUDENT TRANSPORTATION

OPSBA has been involved in extended discussions since 1998 with the Ministry and officials of the Ontario School Bus Operators Association over the level of provincial funding of student transportation, with a focus on boards in rural Northern Ontario. As a direct result of OPSBA's efforts, there was a subsequent add - back of \$ 11.6 million to compensate for an increase in instructional days in the school year.

It is OPSBA's position that full funding must recognize the existence of differing needs including geographic and demographic factors, regional differences, differing needs of growth boards and boards with decreasing enrolment which is a challenge unique to northern Ontario and sparsely populated communities.

PROGRAMS AND SERVICES**\$ SAVINGS****G. STUDENT TRANSPORTATION (cont)**

As a result of OPSBA's lobbying and pre-budget consultation, an additional \$ 23 million for school transportation was allocated primarily as a fuel escalator, with a focus on rural and northern Ontario for the 2000/01 school year.

Unfortunately the fuel escalator amount was not continued in the 2001/02 fiscal year. However, OPSBA will continue to seek a mid-year funding adjustments to relieve any rising costs.

Additional Annual transportation funding to your board:

obtain figure from your board's superintendent of business \$ _____

= \$ _____

H. EARLY CHILDHOOD EDUCATION

The Early Years Study report reaffirms OPSBA's support for early childhood education. In the 2001/02 budget year, the funding for an early literacy component has been maintained at \$65 M allocated on the basis of board's share of enrolment from JK to grade 3 for remedial help.

Additional annual early childhood education funding for your board:
obtain figure from your board's superintendent of business \$ _____

= \$ _____

I. RISING ENERGY COSTS

OPSBA has been lobbying the government for additional funding through an in-year adjustment to the Student Focussed Funding Model in recognition of the rising energy costs which boards across the province have been faced with.

The magnitude of the continued price increase for natural gas throughout the 2000/01 budget period was almost 50% more than had been forecast in June 2000 when school board budgets were prepared.

The funding model has not included an inflation adjustment since its inception. Boards have been able to handle the cost increases, in prior years, due to favourable costs variances in other operating areas. However, currently boards do not have the same flexibility as in the past for the following reasons:

- The absorption of costs to meet the funding reduction for 2001/02
- There were no adjustments to the funding model to provide salary increases of caretaking and maintenance staff

PROGRAMS AND SERVICES**\$ SAVINGS****I. RISING ENERGY COSTS (cont)**

II. Funds from OMERS contribution holiday continues to be "Clawed-back" by the Ministry.

In response to concerns expressed by OPSBA over the rising cost of natural gas, the Ministry of Education provided \$ 39.7 million to boards.

Additional "in-year adjustment" funding: \$19.93 X _____ FTE

= \$ _____

J. Provincial Labour Relations Network

In addition to the March 2001 Labour Relations Symposium, OPSBA also hosts Provincial Labour Relations Network meetings. The regular quarterly meetings of **all member boards**, represented by trustees and Human Resources staff, and Director of Education examine the "hot issues" of the day in the Labour Relations area. Such issues included:

- extra-curricular activities
- recent contract settlements
- status of collective bargaining in boards without agreement
- recent contract settlements

These meetings have established valuable personal and professional networks for board staff and trustees as well as a resource to support the local collective bargaining process.

The annual cost for each attendee is \$ 320.

Annual savings to your board:

number of attendees(max 2 attendees/board) _____ X \$ 320

= \$ _____

K. MEMBER BOARD PROFESSIONAL DEVELOPMENT

OPSBA hosts three major conferences/symposia each year for its member boards' trustees and senior staff. Trustees have an opportunity to further their knowledge of public education issues. There is no better forum available that dedicates itself to the professional development of its membership than OPSBA-sponsored conferences.

Guest speakers that are recognized in their field, forums and plenaries that raise the most critical issues of the day and access to experienced and dedicated professionals combine to offer unparalleled avenues to information and resources.

These "education specific" events feature special registration fees available only to member boards.

PROGRAMS AND SERVICES**\$ SAVINGS****K. MEMBER BOARD PROFESSIONAL DEVELOPMENT (cont)**

In a survey of other educational conferences, OPSBA's registration fees were found to be **\$ 150-200 less** than those offered by other organizations.

To calculate the savings on trustee and senior staff professional development, you need the number of trustees and staff who will attend OPSBA's June, 2001 AGM, the January 2002 Public Education Symposium, and the March, 2002 Labour Relations Symposium.

Savings to your board on professional development:

Number of conference attendees _____ X \$ 150 = \$ _____

L. PRE-ELECTION PACKAGE

OPSBA has developed (in house) a pre-election package for school board candidates at an estimated cost of \$20 per copy. It is designed as a useful background document for those seeking re-election. The guide contains up-to-date information on the upcoming changes to the education system and the major issues for trustees and school boards.

Many boards would bear the cost of putting these materials together for candidates at each election. To calculate your board's savings, obtain the number of candidates who sought election in your board's jurisdiction from your board office.

Your board's savings:

\$20 X the number of candidates _____ = \$ _____

TOTAL DIRECT FUNDING IMPACT TO YOUR BOARD AS A RESULT OF YOUR OPSBA MEMBERSHIP

\$ _____

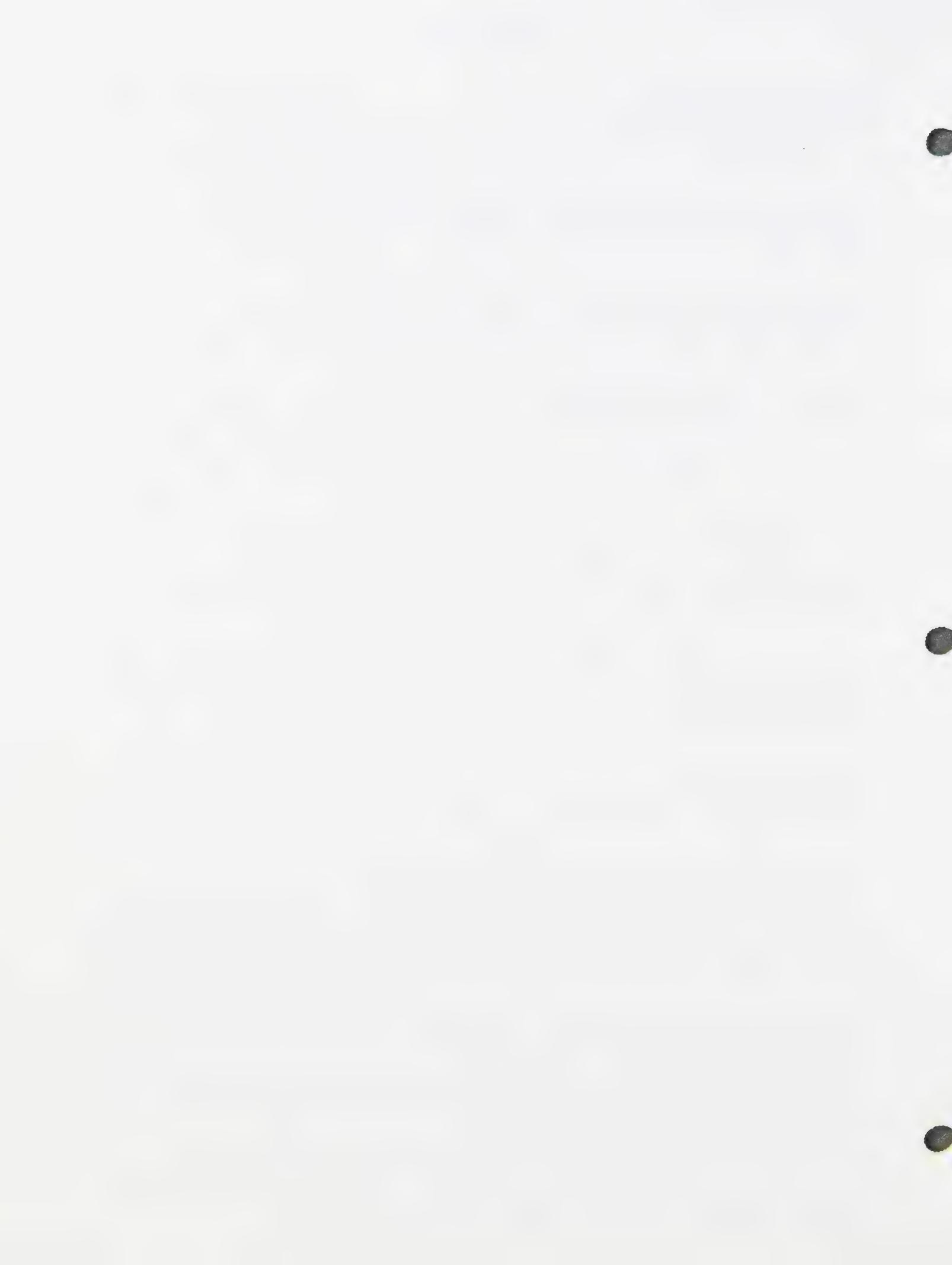
YOUR BOARD'S ANNUAL MEMBERSHIP FEE TO OPSBA

(\$ _____)

NET MINIMUM DOLLAR VALUE OF YOUR BOARD'S BENEFIT IN OPSBA MEMBERSHIP

= \$ _____

There are many additional monetary benefits as well as other reasons for board membership in OPSBA which are outlined in the sections that follow.



Part II - SUMMARY OF DOLLAR VALUED FOR PROGRAM & SERVICES

Note: the dollar value of the programs and services identified are presented on the basis of what it could cost an individual school board if it chose to purchase these services in the market place.

Programs & Services	Benefits	\$\$ Value
<p>Professional legal and financial analysis of legislation regulations and government policy affecting education, including:</p> <ul style="list-style-type: none"> - Legal analysis of Bills 104, 160 and the Education Act - Legal analysis of the Child and Family Services Act - Bill 6 - Legal analysis of human resources and labour relations matters including: principals/vice principals, OSSTF certification - Legal opinions on board policies/procedures such as the Teaching Profession Act and legal issues relating to teacher assaults on students, school closures - Teacher Sanctions-Boards' response to OSSTF sanctions and the government's right to proclaim the co-instructional provisions of Bill 74 during a lawful strike 	<ul style="list-style-type: none"> - timely, detailed, school board specific provincial impact analysis for the information of member board trustees and administrators - information allows staff to determine local board impacts - analysis identifies key concerns and issues for provincial and local lobbying efforts -provide boards with legal opinions on Board options and issues regarding Bill 74 -provide boards with outlines regarding classification of teacher duties 	<p style="text-align: center;">5-19</p> <ul style="list-style-type: none"> - costs to purchase professional services from leading legal firms, human resources and financial consultants range from \$100 to \$500 per hour -a detailed analysis of issues such as "instructional time and teaching time", class size, taxation and finance powers under a major piece of legislation such as Bill 160 would cost \$ 27 100 - OPSBA has provided legal analysis of the Robins Task Force at a cost of \$6 050 -OPSBA has provided analysis of trustees liability and obligations at a cost of \$5 885 -Legal opinions for Bill 6 would have cost each board \$ 3 250 -Analysis and checklists on school closures issues would cost each board \$ 6 550 -Research and preparing opinions on issues such as Teacher Sanctions would have cost each board \$ 12 300
Queen's Park Newsletters and Legislative Highlights	<ul style="list-style-type: none"> - reports and summaries from the monitoring and analysis by OPSBA staff of provincial government legislation, events and activities - full Hansard Service available to staff and trustees of member board via e-mail 	<ul style="list-style-type: none"> - Government relations consulting firm's weekly newsletter - \$ 2 000 per year (not education specific)

Programs & Services	Benefits	\$\$ Value
<p>Representations to government agencies, organizations and individuals on issues of concern to all public school boards, including:</p> <ul style="list-style-type: none"> - the Ad Hoc Curriculum Advisory Committee of the Ministry of Education (OPSBA has a seat) meets quarterly to provide input and advise on curriculum implementation issues - Ontario Teacher Qualifying Test - OPSBA is on the "Client Group" advisory committee for the Teacher Performance Appraisal system and as a consultant for the Recertification process - College of Teachers (teacher training, certification and criminal checks) - ISA Working Committee-as a committee member, OPSBA will be consulting with education partners about ongoing improvements to special education funding and the ISA process 	<p>- Provincial lobbying and influence on behalf of public education system in areas such as Special Education, Transportation, Early Childhood Education etc</p> <ul style="list-style-type: none"> - access to key decision-makers, politicians, leaders of government educational organizations - provision of input of key education issues such as the coterminous transfers - Special Education and Co-instructional activities to the Minister of Education, such issues were raised by the Waterloo Region DSB that also affects other boards in the province. OPSBA also advised the Minister of Education from a provincial association perspective on the state of co-instructional activities in boards across the province 	<p>- costs to purchase services of a professional public relations and/or government relations firm \$ 100 - \$ 250 per hour</p> <p>- a professional lobbyist would charge \$ 150 per hour</p> <p>-The template will be forwarded to member boards by the end of April to use as a guide to their local policy development. The templates and procedural guidelines have been reviewed and supplemented by our legal counsel from Hicks Morley Hamilton Stewart. The cost of developing and sending the template would have cost each board approximately \$52 000</p>

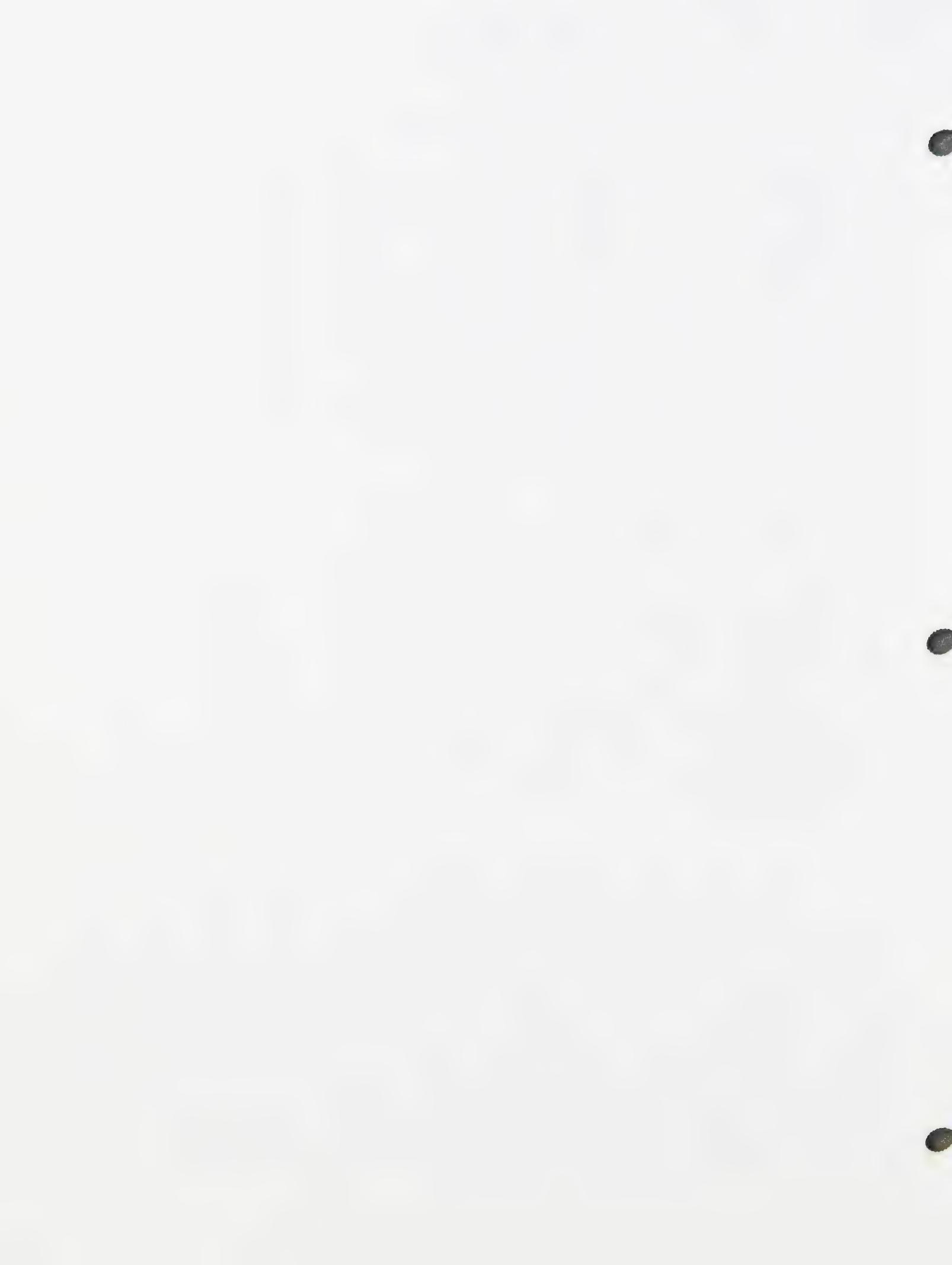
5 - 20

Programs & Services	Benefits	\$\$ Value
Environmental and Occupational Health & Safety - legislation analysis to ensure compliance with Environmental and Occupational Health and Safety legislation thereby reducing legal liability for member boards	<ul style="list-style-type: none"> - information allows staff to determine local board impacts such as Indoor Air Quality, Mould assessment and guidelines - liaison with the Education Safety Association of Ontario -liaison with WSIB consultation Advisory group - consultation with the Ministry of the Environment resulted in the development of a "Preliminary Guidance for Ontario School Based Water Works"; consultation included assessment of facilities and current practices in a range of small water works including schools. 	<ul style="list-style-type: none"> - consultants costs on health related issues range from \$ 150 to \$ 2 000 depending on the complexity of the issues ie Mould assessment, water treatment and testing.
Legal Defence Fund Advisory Committee/Legal Defence Fund - establishment of such fund is predicated on the premise that the protection of the province-wide interests of public education is a fundamental responsibility of OPSBA. - the usage of such funds must have a significant importance to public school boards and public school trustees.	<ul style="list-style-type: none"> - Individual member boards can apply to the fund for financial and legal assistance in court actions of provincial significance - all member boards benefit when OPSBA acts cooperatively in such court actions, takes on specific initiatives (intervenor status, appeals) or provides funds or services (legal advice) - Your board's trustees and staff can apply for membership on the committee - the fund may be used to obtain legal opinions where such opinion is necessary to determine the public school board interest in any matter. 	<ul style="list-style-type: none"> - Since 1989, more than \$ 638 000 has been spent by OPSBA on behalf of its member boards in defence of public education - Intervenor status at the Supreme Court of Canada in the Emily Eaton Special Education Case - \$ 28 000 - Intervenor status at the Supreme Court of Canada in the Education Development Charges Case - \$ 67 500 - Assessment appeals by member boards - \$ 12 000 - Intervenor status in private school funding case through Ontario courts and at Supreme Court of Canada - \$ 221 000 - Provincial Social Contract \$ 177 000 - partial costs of social contract negotiation expenses

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Programs & Services	Benefits	\$\$ Value
Meetings with Key Media <ul style="list-style-type: none"> - local and provincial newspaper, TV, radio and print publications - speech templates available to trustees who are required to perform public speaking engagements 	<ul style="list-style-type: none"> - lobbying and information provided to editorial boards, education and other reporters - provides a provincial perspective on education issues and augments local coverage of individual board issues 	<ul style="list-style-type: none"> - cost to purchase public relations / government relations assistance - \$ 200/hr - in-house communications consultant on contract - \$7 000 per month - mediascan service would cost \$9 000/yr
In-house Labour Relations/Human Resources Services <ul style="list-style-type: none"> - Technical Advisory Committee - formed to analyse detailed information submitted by boards related to elementary and secondary collective bargaining -develop guidelines that will assist member boards in developing board policy statements on the allocation of secondary teaching assignments and board plans related to the assignment of co-instructional activities at the school level - consider compensation issues in regard to the funding announcement - develop a communications strategy/plan Provincial Labour Relations Network - quarterly meetings of all member boards to discuss "hot issues" related to labour and human resources - LabRNet- OPSBA's website data base for labour relations and human resources information - expansion of LabRNet now includes the Practitioners' Lounge, a real-time chat room - LabRNet Bulletin Board for the use of Board practitioners 	<ul style="list-style-type: none"> - advisory, consultative and research services -direct lobbying on specific issues - liaison with provincial education stakeholders including OPSOA, OASBO, CODE, teacher federation, support staff unions - submissions on government initiatives and legislation - facilitate legal opinions at the request of member boards - input to policy development - provision of key issues documents such as Unlawful Strike Guide 	<ul style="list-style-type: none"> - Labour Relations/Human Resources consulting fees \$ 100- \$ 200 per hour - Legal document that sets the standard terms and conditions for principal contracts would have cost boards \$ 1 500 - through the Technical Advisory Committee, OPSBA can provide analysis of major negotiations issues as boards prepare for the upcoming round of negotiations-the cost per meeting is \$3 000

Programs & Services	Benefits	Benefits	\$\$ Value
<p>The Computer School Bus</p> <ul style="list-style-type: none"> - officially sponsored by the Canadian Centre for Quality Education and Opportunity, OPSBA's nationally-registered charitable organization - innovative teacher training facility <p>-Computer School Bus Technology and Mazemaster (a career and job exploration tool used by youth to find relevant and up-to-date career and employment information)</p>	<ul style="list-style-type: none"> - fully funded through a partnership between OPSBA and private sector companies Laidlaw Transit Ltd , IBM Canada and Bell ExpressVu - On site computer and internet training for teachers. - custom built bus with 6 fully-equipped, state of the art workstations that can accommodate up to twelve participants each session - Mazemaster team will provide training to show students how to use the program to explore self-assessment, the labour market, training & education, self-employment as well as job search techniques <p>- service is available to all school boards in Ontario, free of charge</p>	<ul style="list-style-type: none"> - Cost to purchase specialized, small group computer and internet training - \$ 300- \$ 500 per day per person from a reputable computer training company - Students benefit by getting answers to many of their career/job related questions in one location 	



Ontario Public School boards' Association

PART III - ADDITIONAL PROGRAMS AND SERVICES

Note: Your board receives many additional services as a result of your membership in OPSBA including the following:

- ▶ *Association membership in provincial and national educational organizations*
Including:
 - CSBA - Canadian School Boards' Association
 - CEA - Canadian Education Association
 - CAPSLE - Canadian Association for the Practical Study of Law in Education
 - ongoing networking and information sharing between educational stakeholders (provincial and national) through membership passed on to members by OPSBA
 - ability to influence other education and private sector organizations
- ▶ *Publications*
 - Fast Reports (weekly)
 - Education Today magazine (3 times per year)
 - Fast Fax (on an issue basis)
 - Pre-election guide for trustees
 - Legal Opinions
 - Research publications, pre-budget documents, government standing committee presentations
 - GLGs Summary
 - Strategic Issues Flow Chart
 - Safe Schools Template
- ▶ *Board of Directors*
 - all boards have at least one member on the OPSBA Board of Directors
 - serve as the principal source of policy and political directions for the association with input from the Executive Council
 - participation in decision making, provincial networking
- ▶ *Regional Councils*
 - all boards are assigned to a region and all trustees and board staff are invited to attend and participate in meetings
 - each board has one voting delegate
 - Regional Councils are the "grassroots" of OPSBA - providing input on a wide range of educational issues - local and regionally, and help the association vet positions and strategies

- ▶ **Core Issue Work Groups**
 - trustees participate on a Regional basis
 - analysis of legislation & development of policy in areas affecting education and governance
 - analysis of issues related to education reform, children's services and social policy
 - information sharing and net working

- ▶ **Media Relations**
 - conducted over 200 interviews with journalists (print and broadcast) from around the world this year on public education issues, association positions etc
 - OPSBA conducted media conferences on issues such as extracurricular activities impasse and the grade 10 literacy test, tax credits for private education

- ▶ **Representation on and membership in provincial bodies**
 - OPSBA is invited to appoint representatives who are public school trustees and/or board staff (individual boards are not invited to participate)
 - provision of input from the public education/school board sector
 - member boards have access to key information and expertise from a wide range of provincial education organizations and other stakeholders
 - OPSBA represents Ontario's public school boards on these organizations.
 - EQAO Assessment Advisory Committee
 - Minister's Special Education Advisory Council
 - Curriculum Services Canada Board of Directors
 - OISE-UT Advisory Council
 - Education Network of Ontario
 - Ontario Federation of School Athletic Associations Board of Directors
 - Northern Centre for Instructional Leadership
 - Pay Equity Commission Advisory Council
 - Education Improvement Commission Human Resources Committee
 - EIC Role of the Trustee/Role of School Councils Committee
 - Task Force on extra-curricular activities
 - ISA Working group
 - Effective Schools Task force
 - Joint Liaison Committee

- ▶ **Web Based Communications**
 - <http://www.opsba.org>
 - Policy & Program area of the website includes legislative, finance, program issues and children's issues, work teams, suspension/expulsion
 - "**Members Forum**" is designed for trustees from across the province to network through an informed dialogue on issues such as school closures, funding model, extracurricular activities, suspension/expulsion and central bargaining
 - promotes OPSBA and public education through a re-designed and re-defined medium to meet the growing needs of the public and membership that the association serves

- ▶ *Ministry Briefings*
 - OPSBA is invited to participate in briefings and Ministry consultations on a variety of topics - education, labour, municipal affairs, effective schools task force etc. on behalf of its membership
 - Pre-Budget consultation with Minister of Finance and Deputy Premier on issues such as special education, transportation, the rising cost of utilities, technology needs, pupil accommodation, children's services, school safety and the Robins' report.
- ▶ *Liaison with Key Education Stakeholders*
 - OPSBA maintains regular ongoing liaison with numerous Ontario and out of province organizations that are key stakeholders in education including
 - Ontario's teachers' federations - OSSTF, FWTAO, OPSTF, OECTA, OTF
 - OPSOA - Ontario Public Supervisory Officials Association
 - CODE - Council of Ontario Directors of Education (public sector)
 - OCSTA - Ontario Catholic School Trustees Association
 - OASBO - Ontario Association of School Business Officials
 - Ontario's French-language trustee associations
 - People for Education and other parents' groups and school councils
 - school board/school trustee associations in other provinces including British Columbia and Alberta
 - OMERS - consultation on autonomy & governance and recommendations for surplus
- ▶ *Shared Service Initiatives*
 - voluntary cost saving programs, products and services to member boards through purchasing partnerships
 - optional programs available include: Managed Benefits Program; Trustee Benefits Program; Employee Assistance Program; Real Estate Rewards Program; Home and Auto Insurance; Training and Development Program, and Job Search Assistance
- ▶ *Liability Insurance for School Councils, Home & School Councils*
 - OPSBA has arranged blanket directors and Officers liability insurance, errors, omission insurance, \$2M comprehensive liability coverage, crime insurance and property coverage for an annual premium of \$85.
 - This package is available to any school council or home & school association and/or any school whose board is an OPSBA member.
 - An additional \$3M of comprehensive liability coverage is available for an additional \$10 premium per year
- ▶ *Canadian Centre for Quality Education and Opportunity*
 - OPSBA's own nationally-registered charitable organization
 - official sponsor of The Computer School Bus™ program
 - additional programs being developed

- ▶ *Awards Program*
 - **Bernadine Yackman Memorial Award** for an active or retired trustee of a member board having demonstrated dedication, commitment and having made an outstanding contribution to education in Ontario.
 - **Fred L. Barlett Memorial Award** for an active or retired trustee of a member of the teaching profession having made an outstanding contribution to education throughout Ontario.
 - **Bernadine Yackman Memorial Award** for an active or retired trustee of a member board having made an outstanding contribution to education in Ontario
 - **Award of Merit in Memory of Dr. Harry Paikin** for an outstanding service as *Public School Trustee* in Ontario.
 - **Award of Merit in Memory of Jack A. MacDonald** for a public and elementary or secondary school student in Ontario with a sound academic record.
- ▶ *Hydro De-regulation*
 - evaluation team will be established to review the feasibility of regional and/or provincial co-operative contracts for the supply of hydro to all public educational authorities across Ontario, governance structure, an accounting system, and to consult with the Ministries or the Government as appropriate.

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LIZ SANDALS
President

GAIL ANDERSON
Executive Director

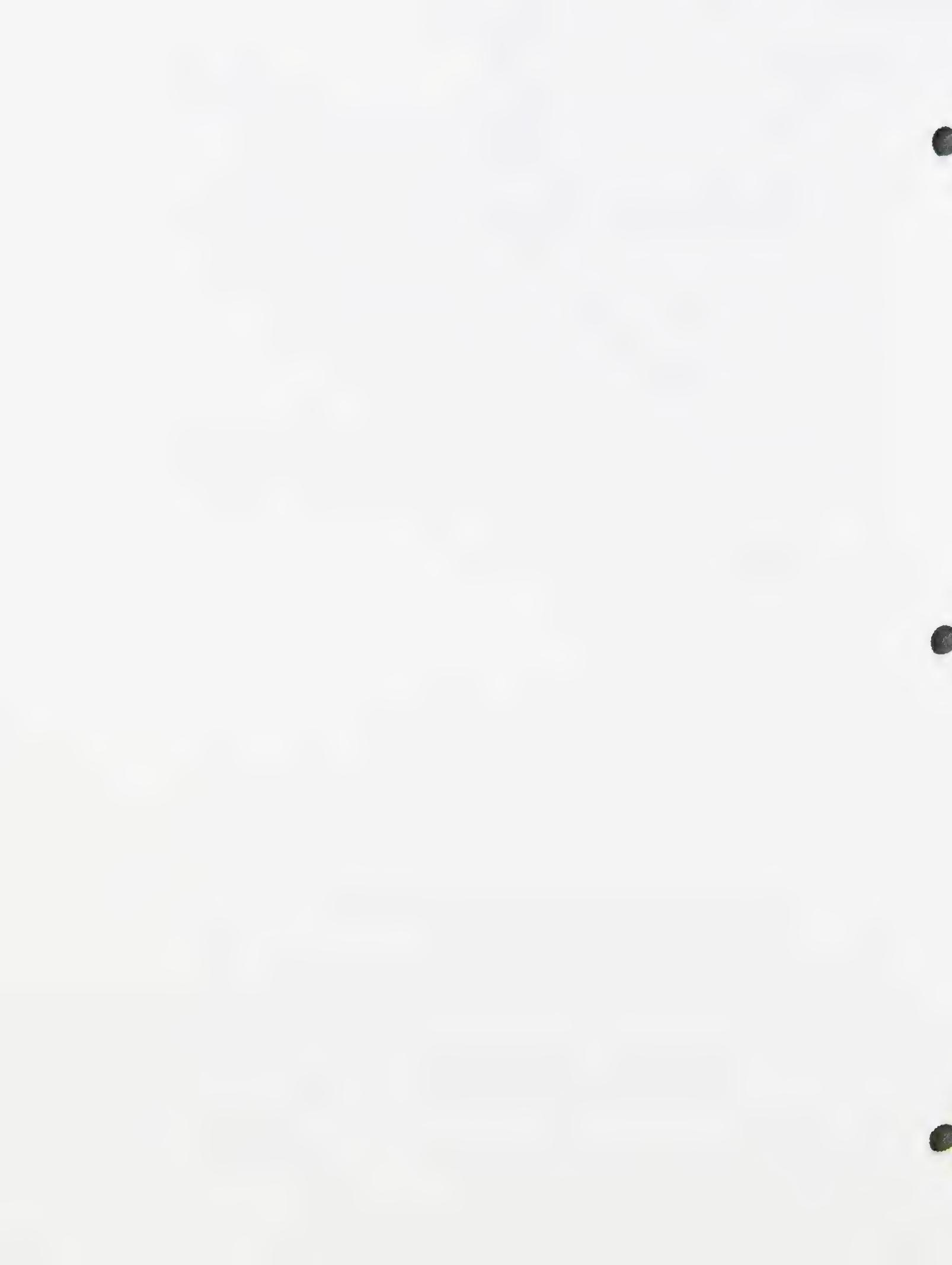


ONTARIO PUBLIC SCHOOL BOARDS' ASSOCIATION

439 UNIVERSITY AVENUE, 18th FLOOR, TORONTO, ONTARIO M5G 1Y8

TELEPHONE: (416) 340-2540 • FAX: (416) 340-7571

Invoice to:	Hamilton-Wentworth District School Board P.O. Box 2558 100 Main Street West Hamilton, Ontario L8N 3L1.							
Invoice#19-01/02	Date: September 01, 2001	GST Registration No. R107800344						
QTY	DESCRIPTION	AMOUNT						
	2001/2002 Membership Fee September 01, 2001 to August 31, 2002	81,314.00						
	<input type="checkbox"/> Please check here if board wishes to receive Education Today Magazine (please add \$16.00+GST)* * Per the Department of Canadian Heritage's new PAP compliance guideline							
	Term of Payment: Membership fees due September 01, 2001 Late payment subjects to 1.5% interest charge	<table border="1"> <tr> <td>Total</td><td>81,314.00</td></tr> <tr> <td>Federal GST</td><td>5,691.98</td></tr> <tr> <td>TOTAL</td><td>87,005.98</td></tr> </table>	Total	81,314.00	Federal GST	5,691.98	TOTAL	87,005.98
Total	81,314.00							
Federal GST	5,691.98							
TOTAL	87,005.98							



The Hamilton-Wentworth District School Board

Memo

To: Merv Matier, Director of Education and Secretary
From: Don Grant, Superintendent of Business and Treasurer
Date: September 13, 2001
Re: Status: Outstanding School Closures Issues

Date:

Recommended Action:

Moved by: _____

That the Status: Outstanding School Closures Issues report be received for information.

Rationale:

Outstanding Items:

Dundas Area:

- a) That a Dundas Study Team be convened to consider redesigning school catchment areas and/or school grade structures in order to maximize the efficient use of school facilities in Dundas.
- a) That Dundana School remain on the books for possible closure and that a report be brought back to the Business Committee by October, 2001 re possible closure of a Dundas School for September, 2002.

Templemead Area:

That the Templemead School Closure review Committee be reconvened and that Peace Memorial and Fernwood Park Schools remain on the books for possible closure until a report is brought back to the Business Committee in October, 2001 regarding closure of a school or schools, and not limited to the two schools already identified and effected by the construction of a school on the Templemead site.

Meadowlands Area:

That the following motion be tabled until the catchment areas have been defined:
That Maple Lane School and Grange School be closed when a new JK-8 school in the Meadowlands area of Ancaster is constructed.

Update re Outstanding Items:**Dundas and Templemead Areas:**

At this point in time, action has been forestalled on potential school closure issues in the Dundas and Templemead Areas due to time and energies spent on projects such as the following:

- Trustees, senior staff and representative system leaders have invested significant time and energy in setting far-sighted directions to guide the system for the next few years - Seven Strategic Directions. These directions focus on continual improvement and organizational success. Strategic Direction Teams have been formed, participated in training sessions and will make recommendations on actions that will help us attain the goals identified for each strategic direction. Trustees will consider these recommendations in November, 2001 and approve action plans that, with specific performance indicators and timelines, will be implemented in the 2001/2002 school year.
- negotiation of collective agreements.
- furthering the work of the Catchment Re-definition committee.
- effecting the closure of Allenby and Scott Park Schools.
- budget development and approval.
- in addition, clarification of certain aspects of the Board direction given in the Dundas Area and Templemead Area resolutions would likely be helpful.

Consequently, it will not be possible to bring the reports requested in the Dundas and Templemead resolutions to the Business Committee in October 2001. However, administration will bring forward a report in October 2001 with a view to clarify the direction of the Board regarding the mandate, composition and approach required in order to address the Dundas and Templemead areas.

Meadowlands Area:

The Catchment Re-Definition Committee has been established and is working through its mandate. Several meetings have been scheduled throughout the fall. As directed by the Board, the committee will hold information/feedback sessions prior to finalizing its recommendations.

A handwritten signature consisting of a stylized, cursive 'D' followed by a more fluid, flowing script.

TO: Merv Matier, Director of Education and Secretary
 FROM: A. Cupido, P.Eng., Superintendent of Plant Services
 RE: **Comprehensive Waste Management Program**
 DATE: September 13, 2001

Approved for distribution by the Director.
 Signature _____
 Date _____

Recommended Action:

Moved by _____, seconded by _____ that the report on the "Comprehensive Waste Management Program" be received for information.

Background:

From the time of amalgamation between the two former Boards, the waste program of the new Board consisted of a piecemeal approach made up of waste pick-up for all schools and recycling for some schools. There was no consistent integrated program.

In the spring of this year a waste management committee was developed and consisted of the following members:

Tony Cupido, Superintendent, Plant Services, H.W.D.S.B.
 Pat Gillie, Superintendent of Education, H.W.D.S.B.
 Michael Burjaw, Manager, Purchasing, H.W.D.S.B.
 John Moffat, Manager, Caretaking Services, H.W.D.S.B.
 Kevan Browne, Building Analyst, Plant Services, H.W.D.S.B.
 Margaret Robinson, Buyer, Purchasing, H.W.D.S.B.
 Larry Hardman, C.U.P.E. President
 Ray Varey, Vice-Principal, Parkside High
 Brian Fisher, Vice-Principal, Retired
 Dave Yates, Caretaker, Glen Brae
 Bill Whittle, Principal, Peace Memorial
 Joan Kott, Vice-Principal, Ancaster Senior

The fundamental objective of the committee was to draft a comprehensive waste management plan and select a vendor to implement the program.

Appendix A consists of:

- The draft program
- An example of a school recycling plan
- A "start-up" notice
- Future requirements

The committee met with four firms and received presentations from each.

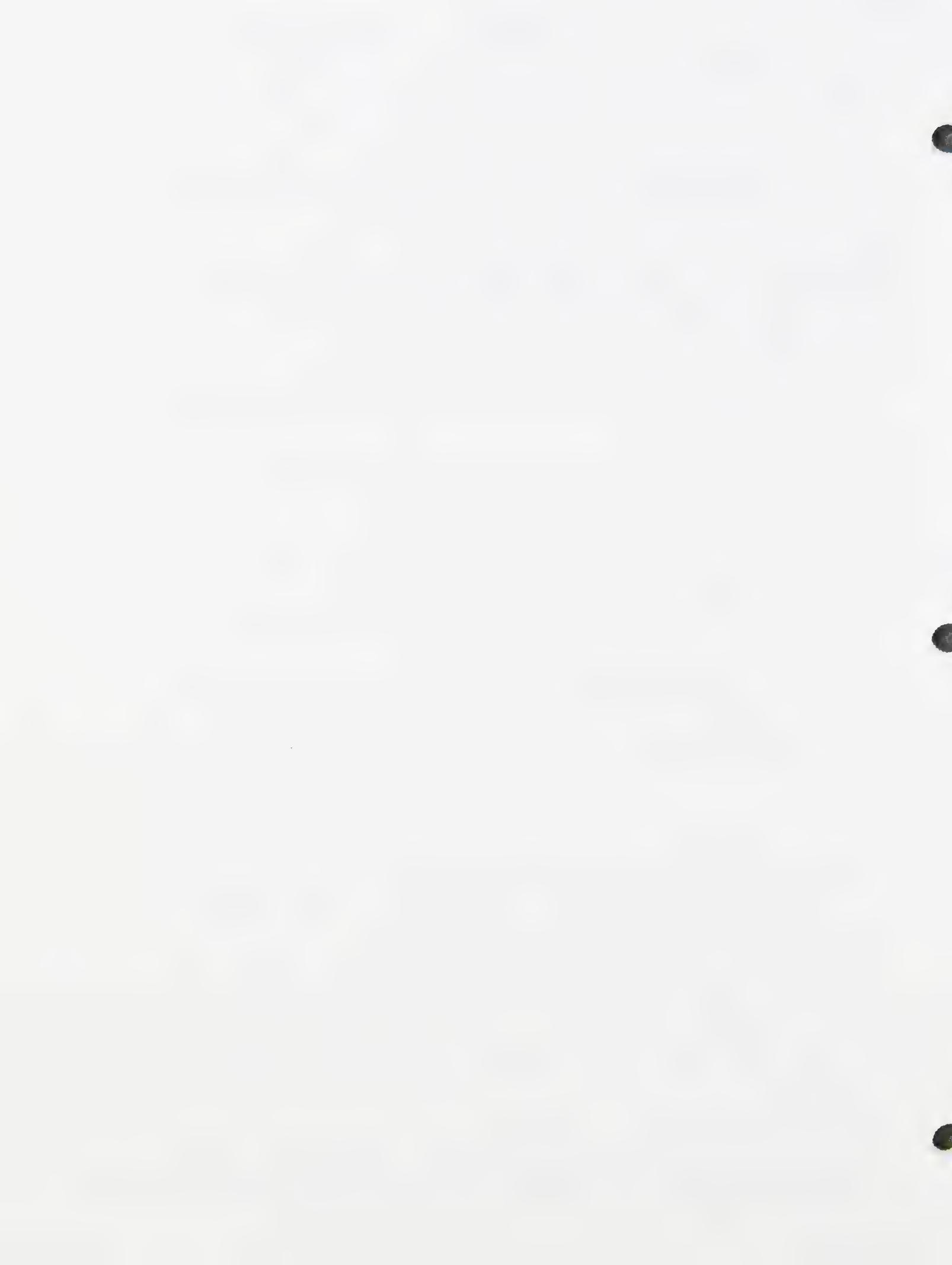
These firms were:

- Capital Environmental Resources Inc.
- Canadian Waste
- Recycling Services
- J. W. Sheldrick Sanitation

Two firms were short-listed and the committee unanimously selected Capital Environmental Resources Inc. of Hamilton, ON

Financial Analysis:

The proposal provided by Capital Environmental Resources Inc. resulted in the lowest cost for a comprehensive program of waste pick-up and recycling combined. The estimated waste and recycling budget for 2001-2002 is \$450,000. and is sufficient to establish and maintain the proposed program.



APPENDIX A

DRAFT - Comprehensive Waste Management & Recycling Program

To start in September of 2001 this program will be a partnership with all Stakeholders of this Board. The intent of this new procedure will be to support the Board's Environmental Policy. It is also intended to reduce our waste stream from landfill by recycling. This new initiative will have the following purposes:

1. To support this Board's Environment Policy No. 7.06 and comply with the Ontario Waste Management Act and its Regulations.
2. Reduce the amount of waste that we currently send to landfill by recycling. Senior management endorses this new program by encouraging all stakeholders to support waste reduction through recycling.
3. Try and reduce the costs of waste management to this Board by consolidating resources through a comprehensive waste management program.

The program's goal is to divert 25% of our current waste by the end of fiscal 2001. Then over the next few years reach the Ministry goal of 50%. With the establishment of this new environmental procedure the goals set above can be met.

Senior management will issue an Operational Memo to all school administrators supporting this new format. All stakeholders are expected to comply with this new procedure starting in September of 2001.

Example of a School's Recycling Plan

- Principal selects teacher advisors to organize recycling program in their school
- Teacher advisors direct teaching staff to have students use containers in classroom for recycling. Each classroom will have one container for paper and one for cans/plastics. **No glass will be recycled!** Unfortunately glass will have to be part of the landfill. It is the intent of this Board to discourage the use of glass through our contracts and by having parents informed not to send glass with their children's lunches.
- Teacher advisor with consultation with their Principal select a central location within the building for pick-up of recycled material. It could be a centre hall or an exit door but should be a place where the caretakers will be waiting to clear bag the material and then the caretakers will transfer it to the recycle bin. This should follow a direct schedule. This will allow for everyone to become accustomed to the new routine i.e. XYZ school every Wednesday has all paper brought to the central location. Caretakers meet and dispose of the paper into the bin. Then on Friday they have the recycle cans/plastics brought to the location and the caretaking staff disposes them.
- Under the new comprehensive waste there will be separate pick-up schedules for garbage and for recycling. Each school will be given a copy of these and extra pick-ups will be considered during peak periods. Elementary schools will have the garbage picked up once every week and secondary twice a week. The recycling will be every two weeks citywide. The upper city and former County one week and the lower city schools the following week. It has been determined that the day will be Mondays.
- This plan has been kept very simple to allow for a consistent approach to bring this Board into line with other Boards that are trying to comply to the Ministry of the Environment Directive on recycling and support our own Policy No. 7.06
- Secondary schools may be able to use the students who require community hours for the ½ credit under the new curriculum. We are checking this out and will inform the high schools of this.

"Start-up" Notice – What will Happen?

1. This system will be in effect starting September 2001 for garbage and October for recycling
2. Each school location will have 2 bins – one for garbage and one for recycling
3. Recycling bin will be painted green and the waste bin will be painted blue

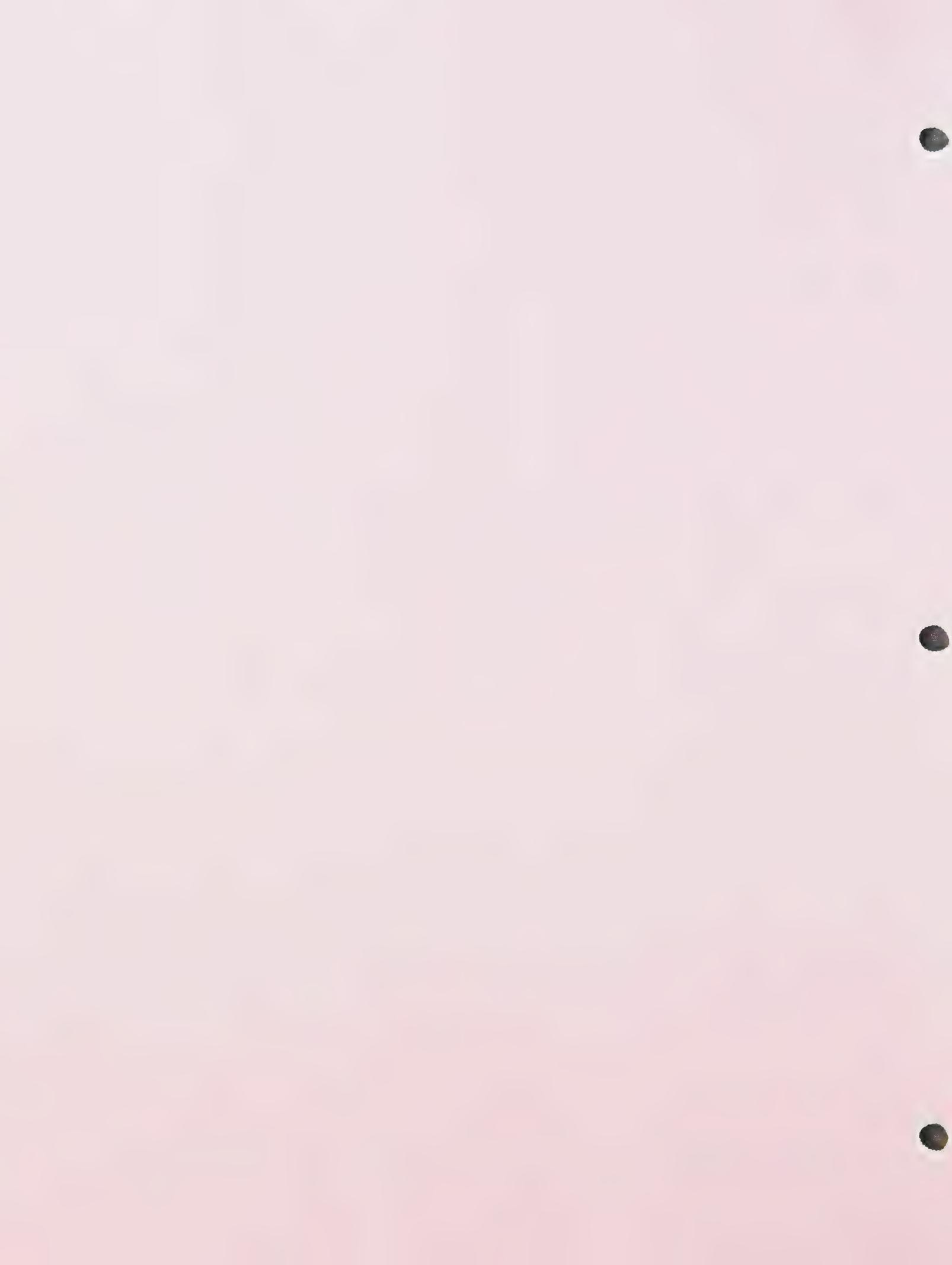
4. They will be positioned away from the building to meet Fire Code Regulations and their location will have been predetermined by the Administration
5. The pick-up for the garbage will be once a week for elementary schools and twice a week for secondary schools
6. Each location will be given a separate calendar for pick-ups of these bins. The waste contractor will supply these to the school
7. Every location will be supplied with 2 new containers to be placed in all classrooms and offices for the collection of the recyclables
8. These will also be green and blue. The green will be for all fibre materials, which includes fine paper, newsprint, construction paper and cardboard. The blue will be for the cans and plastic products
9. NO GLASS CAN BE RECYCLED! It must be considered as part of the waste stream for landfill
10. Recycling pick-ups will be scheduled for every two weeks at both elementary and secondary schools

Future Requirements – What Needs To Happen!

- 1) Each school Administrator develops a recycling plan for their school
- 2) Area Supervisor to meet with school administration and map out where these outside bins will be placed. Probably next to each other or in front of each other. The waste management company under contract will simply move to tip the scheduled pick-up
- 3) All stakeholders be made aware of new policy and follow the recycling plan of their school
- 4) Caretaking staff monitor program and supply Area Supervisors with information on the progress of the new policy
- 5) Waste audits and inspections of transfer site will be made on a regular basis for Senior Management. We have made clear to the contracted firm that we will inspect and demand reports of our diversion from landfill through recycling. This process will start with tonnage reports then lead up to waste audits of our recyclables

C O R R E S P O N D E N C E

*BUSINESS COMMITTEE
2001 09 13*



GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD

451 Park Street West, P.O. Box 210, Windsor, Ontario N9A 6K1

Tel: (519) 255-3200

www.GECDSD.on.ca



**REFERRED AT THE MAY 24, 2001
REGULAR BOARD.**

April 16, 2001

RECEIVED
APR 25 2001

The Honourable Janet Ecker
Minister of Education
Mowat Block, Queen's Park
Toronto, Ontario M7A 1L2

Dear Minister Ecker:

September 1999 marked the first implementation phase of the new secondary curriculum across the province of Ontario. Despite the short implementation timelines, staff received training and textbooks were delivered just in time for grade 9 students that September. Implementation would not have occurred as smoothly as it did for our students without the hard work of our staff and the commitment of the Ministry to make appropriate resources available.

In September 1999, the Ministry provided \$30 million for grade 9 textbooks and in September 2000, \$30 million for grade 10 textbooks. For our Board, this meant a total of \$481,727.00 in 1999 and \$550,259.00 in 2000.

This year we have been informed that in order to provide textbooks for the next phase of implementation, the Ministry has allocated \$15 million for the direct purchase of textbooks. Our Board finds it difficult to rationalize a fifty percent funding reduction in textbook resources for the new curriculum in grade 11, especially since we expect to have approximately the same number of grade 11 students as we had in grade 10 last year. Coupled with this is the fact that the number of courses which need to be appropriately resourced increases with grades eleven and twelve as programs are streamed into university, college, and workplace destinations. Finally, the cost of each book at a senior secondary school level is much higher than those purchased earlier for either the grade nine or ten program resulting in an even smaller number of appropriate resources which may be purchased to support our students as they enter the new grade eleven program.

The Premier has publicly stated that all students will have textbooks. Our Board has appropriately and fully expended its textbook allocation on textbooks and resources in the classroom every year since the funding model was developed. As a result of this substantial decrease in textbook funding, we are predicting a significant shortfall in learning resources for the grade 11 implementation year, and elsewhere, as we try to accommodate this gap.

In spite of earlier urgent requests by school board officials that the Ministry continue the \$30 million allocation on textbook resources for grade 11, funding allocations for the third year of new secondary curriculum have been reduced, presenting significant challenges to schools boards. We believe the implications for our students and teachers will be considerable. It will undermine a student's ability to be successful in the new curriculum and it will undermine our ability to assist teachers in implementing the programs ^{as} required by the Ministry of Education and Training. Please reconsider this allocation, or consider alternative funding for those boards who are clearly over extended in textbook and classroom resource expenditures.

Yours truly,

Mary Jean Gallagher

Mary Jean Gallagher,
Director of Education and Secretary of the Board

c: OPSBA
Ontario District School Boards



THE HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD

CAB ON HW was BUSINESS COMMITTEE
A33B Thursday, October 11, 2001

A33C

7:00 p.m.

A G E N D A

7:00 p.m.

1. Call to Order
2. Approval of Minutes of September 13, 2001
3. Business Arising from the Minutes
4. Approval of Agenda

URBAN MUNICIPAL

L. Orban

OCT 22 2001

DELEGATION:

GOVERNMENT DOCUMENTS

5. Jean Lewis Knight request re lunchroom at A.M. Cunningham

TRANSPORTATION SAFETY APPEALS

6. Linda Davies

ACTION ITEMS:

7. Update: Sharp Transportation Ltd. Acquisition of Wills School Bus Division D. Grant
8. Update: New School on Templemead Road D. Grant
9. School Closure Issue – Dundas Area D. Grant
10. School Closure Issue – Templemead Area D. Grant
11. Financing: Classroom Technology Renewal Program D. Grant
12. Classroom Computer Project Co-ordinator W. Joudrie
13. Organizations We Support – *report to be distributed at the meeting* D. Grant
14. Request of Industry Education Council J. Bishop
15. School Hour Bus Pass D. Grant

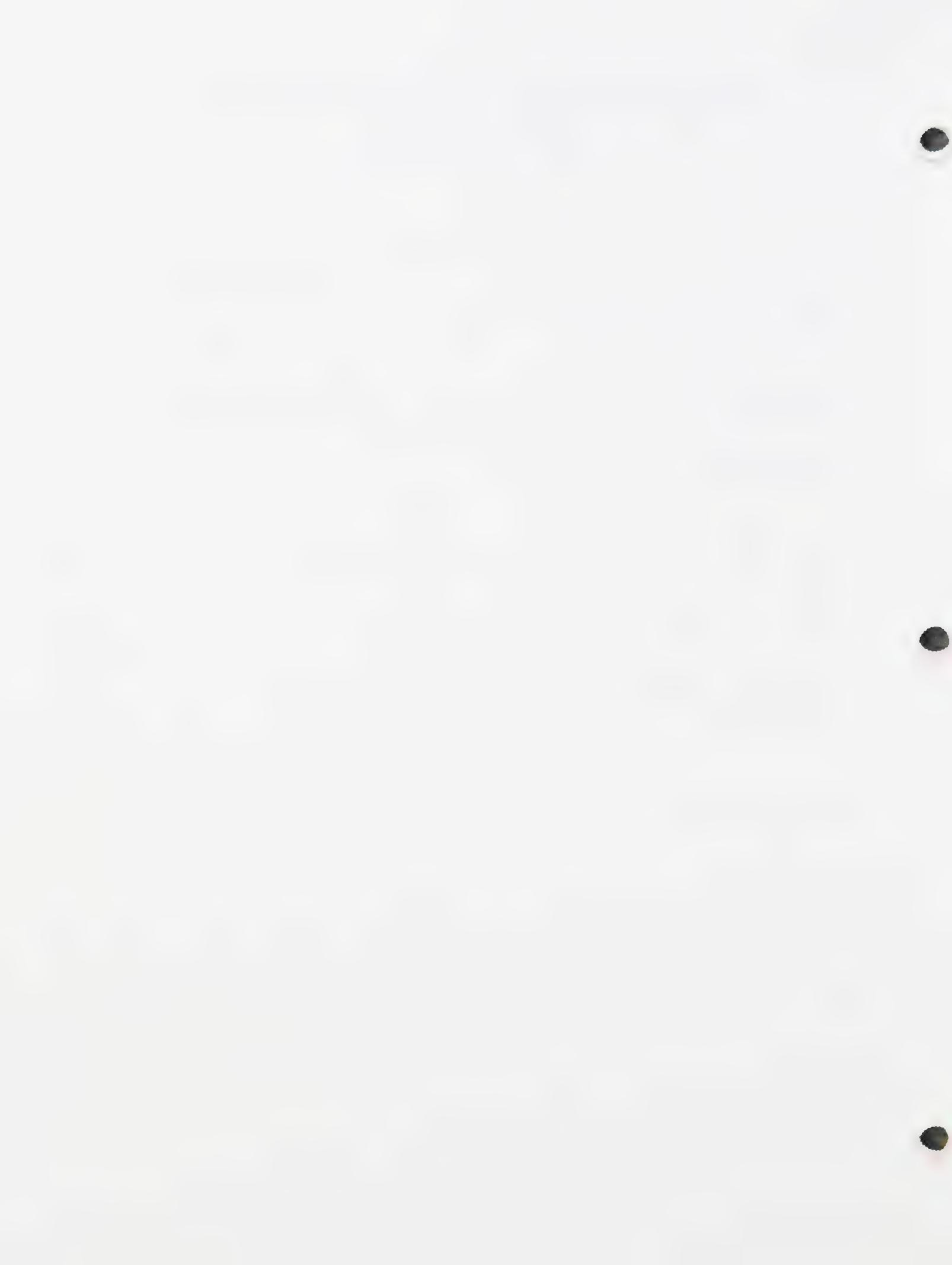
CORRESPONDENCE:

DISTRIBUTION:

Public Questions for Clarification

Future Meetings:

Special Evening for Delegations Board	October 18, 2001	7:00 p.m.
	October 25, 2001	8:00 p.m.



MINUTES OF THE BUSINESS COMMITTEE

September 13, 2001

Those present: Lillian Orban (Chair), Judith Bishop, Robert Barlow (arrived at 7:15 p.m.), Eleanor Johnstone, Wes Hicks, Wayne Marston, Laura Peddle, Reg Woodworth, Bruce Wallace, Ray Mulholland and Graham Hillgren (Student Trustee).

Regrets: Ian Thompson.

In attendance: M. Matier (Director of Education and Secretary), D. Grant (Superintendent of Business and Treasurer), K. Bain (Superintendent of Education – County West), E. Bond (Superintendent of Education – Secondary East), M. Botting (Superintendent of Instructional Services), N. Campbell (Superintendent of Education – Mountain West), K. Croxall (Superintendent of Education – County East), A. Cupido (Superintendent of Plant Services), P. Gillie (Superintendent of Education – Mountain East), W. Joudrie (Superintendent of Education – City East), C. Reid (Superintendent of Education – City West) and J. Wibberley (Superintendent of Education – Secondary West).

The Chair called the meeting to order at 7:05 p.m.

2. Approval of Minutes of June 19, 2001

It was moved by W. Marston: That the minutes of June 19, 2001 be approved.
CARRIED UNANIMOUSLY.

3. Business Arising from the Minutes

Nil.

4. Approval of Agenda

It was moved by B. Wallace: That the agenda be approved.
CARRIED.

ACTION ITEMS:

5. OPSBA – 2001/2002 Membership Fees

In presenting the report, D. Grant noted modest reduction in the membership fees.

In reaction to E. Johnstone's question, B. Wallace advised that 30 of the 32 public schools in Ontario are OPSBA members.

It was moved by B. Wallace: That the 2001/2002 Ontario Public School Boards' Association Membership Fee in the amount of \$87,005.98 (GST included) be approved.

When L. Peddle asked why the membership fees are not GST exempt, D. Grant explained that school boards receive a rebate of 68 per cent of GST taxes paid.

To the motion, **CARRIED, 8 IN FAVOUR, 1 OPPOSED.**

It was moved by J. Bishop: That a list of other organizations the Board supports as a member or donor be brought to the October meeting of the Business Committee.

B. Wallace said our board is also a member of the Canadian School Boards' Association through OPSBA.

To the motion, **CARRIED UNANIMOUSLY.**

6. Status: Outstanding School Closure Issues

D. Grant reviewed the details of the report.

[R. Barlow joined the meeting at 7:15 p.m.]

Trustees Peddle and Hicks voiced their concerns with the timelines and communication strategies to the affected school communities.

Wondering why Seneca School was not mentioned in the report, W. Hicks observed that plans for Meadowlands will impact on the school resulting in redefinition of the catchment areas. He was hopeful the Board will be able to decide on the Seneca situation as quickly as possible.

Noting Seneca's closure date is June 2002, D. Grant advised of administration's intent to consider this area through the Catchment Re-definition Committee and develop a report.

M. Matier emphasized we are currently at Phase 1. Phase 2 will begin with the Board's consideration and decision on the recommended actions in the forthcoming October report. The communication plan will then include the revised timeline and results of the Board's deliberation. The Director stated further that, in identifying the schools for closure, our board made a commitment to follow through. He assured members that if it becomes evident the process is progressing slowly, then the problem will be communicated to the community appropriately.

It was moved by B. Wallace: That the Status: Outstanding School Closures Issues report be received for information.
CARRIED UNANIMOUSLY.

7. Comprehensive Waste Management Program

In reviewing the report A. Cupido recalled that, since the amalgamation, our board has been into various levels of waste management program. He noted the selection of Capital Environmental Resources Inc. to implement the Board's comprehensive waste management across the system.

When A. Cupido proceeded to provide background information on the other firms which were not successful in the tender process,

It was moved by R. Mulholland: That the committee meet in-camera.
CARRIED, 6 IN FAVOUR, 5 OPPOSED.

The open session resumed at 7:35 p.m.

R. Mulholland apologized for his error in calling the in-camera session.

In response to questions, A. Cupido offered the following clarifications:

- The mechanics of this new program will be shared with stakeholders across the system.
- Glass will not be a component of recycling (no recycling value/may even entail cost). Majority of glass items come from vending machines in high schools but to date several schools have converted to plastic. This issue will be reviewed closely with Purchasing Department.
- There is available data on waste disposal for typical elementary/secondary schools. The new program is anticipated to result in 5-10 per cent waste reduction.

- A one-year contract has been extended to Capital Environmental Resources Inc. with renewal options. The firm, which has its main office in Hamilton along with recycling depot in Mississauga and yards across Canada, will duplicate for our board the waste management system of their other customers, e.g. Halton Board. Working closely with this company, it will be ensured that waste and recycling items end up in the proper stream at appropriate pick-up scheduling to maximize efficiency.
- There is compacting involved at the last stage of the new recycling process – items are brought to the recycling depot and sorted along with stuff from other customers. This is similar to the Board's current practice only now the new process will involve several organizations.
- The process by which Capital Environmental Resources Inc. is in compliance with the requirements of the Board's Procurement Policy.

It was moved by B. Wallace: That the Comprehensive Waste Management Program report be received for information.

Noting the one-year contract, B. Wallace felt the firm should not be expected to deliver 100 per cent efficiency at start up. He expressed his confidence that staff heard the members' concerns and will be vigilant in addressing these. Reminding trustees that the report was presented for information purposes, B. Wallace remarked the Board will have an opportunity to change the waste management process, if required, at the end of the contract term.

Believing the Board's Environmental Policy is basically focused on reducing waste from the landfill, R. Barlow felt the Board should be responsible and continue to recycle glass.

R. Mulholland concluded that the waste management system detailed in the report does not constitute a three-stream process, noting "everything will end up in the landfill" with the new program. Stating further that the City is on three-stream method and may encourage other partners into this concept, he thought our board should take the initiative by providing the community with a total recycling arrangement.

In reply to L. Peddle's question, A. Cupido indicated he did not see the actual waste/recycling operation of the selected vendor. He advised members that a waste audit can be arranged at the start of the program with future audits done either weekly, monthly or semi-annually. Although a "surprise" audit is possible, A. Cupido cautioned this could impact on some regulations.

J. Bishop assumed the chair to permit L. Orban to join the debate.

L. Orban could not support the new waste management program and would like to see this issue as a City/Board relations item. Observing that environmental concerns are emphasized in the classroom, she concluded our board will not be seen as consistent if glass is excluded from the recycling process.

L. Orban resumed the chair.

Expressing similar concerns with the glass recycling issue, J. Bishop said the Board should continue to emphasize its beliefs about the environment through the Environmental Policy. She signified her intent to make a motion requesting a follow-up report about the program and its environmental implications.

R. Mulholland maintained our board is "stepping backward" with the new system, emphasizing the current process is working for the system. He cautioned the Board is going to spend close to \$1

million in two years with this program. R. Mulholland stressed further that the Board should be making the final decision on what is appropriate and accountable for the school communities.

L. Peddle could not understand why this item did not have to come to the Board for approval. Noting the project is "done deal", she was disappointed that trustees could only voice their displeasure with the issue. L. Peddle suggested revisiting the issue on why some things come before the trustees while some do not.

To the motion, **LOST, 3 IN FAVOUR, 5 OPPOSED.** [The student trustee voted in favour of the motion.]

R. Mulholland requested the minutes reflect his opposition to this motion and the Comprehensive Waste Management program as outlined in the report.

It was moved by J. Bishop: That a follow-up report regarding the Comprehensive Waste Management Program be brought to the June 2002 meeting of the Business Committee, including the environmental aspects of this program.

CARRIED, 5 IN FAVOUR, 1 OPPOSED, 2 ABSTAINED.

CORRESPONDENCE:

8. Greater Essex County District School Board re Allocation for Textbook Resources for Grade 11

It was moved by J. Bishop: That the Board support the correspondence from the Greater Essex County District School Board regarding allocation for Textbook Resources for Grade 11 by writing a similar letter to the Ministry of Education.

CARRIED UNANIMOUSLY.

DISTRIBUTION:

Nil.

Public Questions for Clarification

Nil.

At this time, R. Woodworth asked when the Board will deliberate on the issue pertaining to high-needs students.

M. Botting advised of ongoing review of Educational Assistant allocation and the EA Allocation Committee will meet on September 19th.

M. Botting further clarified it will be difficult to predict the level of needs at this time; the school principals need to review this closely. If this results in greater needs, she assured that trustees will be advised appropriately.

Adjournment

It was moved by R. Barlow: That the committee move to the in-camera session.

CARRIED.

The open session then adjourned at 8:35 p.m.

D E L E G A T I O N

*BUSINESS COMMITTEE
2001 10 11*



5

Ruth Millar

From: zeljko gvozdanovic <zeljko.gvozdanovic@sympatico.ca>
To: <rmillar@hwdsb.on.ca>
Sent: Friday, September 28, 2001 1:23 PM
Subject: October 11 Business Meeting

We would like to request presentation status at the October 11 Business meeting for the parents of A.M. Cunningham school. We would like to have a lunch room available to spend time with our own children. With Cunningham being a French immersion school the vast catchment makes taking children home for lunch stressful for many. We do feel that it is very important that we have lunch with our children and that they be able to participate in all extracurricular activities as well. Thank you, Jean Lewis Knight

From: Jean Lewis Knight <jeanlewisknight@hotmail.com>
To: <rmillar@hwdsb.on.ca>
Cc: <mmc nab@mountaincable.net>
Sent: Friday, October 05, 2001 10:10 AM
Attach: hwsb.wps
Subject: Metting oct 11

Ms Millar
Please find attached the proposal regarding the family lunchroom at A.M. Cunningham for the Board meeting on October 11, 2001.

The delegates will be Lynne Patterson and Jean Lewis Knight.

A list of names supporting the document is available on request.

Thank You for your time and consideration

Jean Lewis Knight

Our proposal is not critical.....it's not important.....it's simply NICE, and best of all it does not require the Board of Education to spend additional funds.

We are a concerned group of parents that wish to have lunch with their children. A.M. Cunningham is a French Immersion School and as you are aware the catchment is daunting.....from Gage to Parkdale, from the mountain to the lake. Add in the out of catchment children, many a result of the crumbling situation at Sanford and the distances some families have to travel becomes a burden. Yes, it has been suggested that we take our children to a school within walking distance {but then programming is an issue} or leave them in the lunch program, but those are not our choices. Every one of us must make the choices that are right for our families and we have made the decision that it is important to spend the lunch hour with our children. This isn't a decision that is right for all families or one that is made lightly and we would never assume to criticize the decisions that they have made for their families. We only know what is right for our own.

Two years ago we were fortunate enough at A.M. Cunningham to have a family lunchroom , housed in the portable. It operated for two years without incident. The Principal had set out guidelines and they were followed. When the Administration changed we were told that the portable would no longer be available for use, because of asbestos concerns. No other site was offered.

After several conversations with the Principal, throughout the year, we felt the need to move forward and have the family lunch room re-instated. We took our request to one of our School Council Representatives. She presented our proposal and they voted that evening that they did not feel it was the responsibility of the School Board to provide an additional lunch facility for parents and their children. Their decision was made without due consideration or notification to the parties involved. We were offered no formal results, reasoning or opportunity to rebut their decision.

Obviously we have continued on in what we felt was due process. We wrote a letter to our School Trustee in June, carbon copying the Principal, the Superintendent and the Alderman, as he had been intrigued by the idea. The letter was endorsed with twenty-five signatures. In September, we invited all of these people to join us for lunch and have the opportunity to discuss the matter with not only the parents, but with the children, .as well, At that time our School Board Trustee recommended that we bring it to the Board knowing that there would be concerns, especially around liability. We did some research and found that if it were to become a Home and School Sanctioned Activity the one million dollar liability insurance provided by OFSHA would cover all Home and School Members making use of the program. Home and School memberships are available to everyone. So, it was added to the Agenda for the first Home and School meeting and they were circulated at the Meet the Teacher night. The night of our meeting there was some heated debate, but the motion passed by an overwhelming 11 to 1. We notified the entire school population of our intention and welcomed their response. At the time of writing this proposal, we had received five negative letters, for the most part from parents who had voted no at

last years Parent Advisory Council. We can not fathom why any parent would object to this proposal. But some of them have become quite vehement and the Home and School has been referred to as "elitist", "self-serving" and misusing its time. None of which could be further from the truth. The Home and School Association is a dedicated group of volunteers who give willing of their time, talents and enthusiasm. On the other hand, we did have more people wishing to sign our proposal and show their support. Not all of the people who have signed our support documents are parents who would use the facility if granted. Some wish they could and others just feel its the right thing to do.

At A.M. Cunningham we are very lucky to have some of the most dedicated teachers that the Board has to offer and the number of extra-curricular activities offered is a credit to them. Unfortunately, many of them are offered at lunch time. This presents an even more significant problem to families who take their children home for lunch. Many of us have had to huddle under trees from the rain, eat in our vehicles or picnic in the snow. No child should be denied the opportunity to partake in floor hockey, basketball, dancing, choir, the play or any other activity offered, simply because their parent wants to have lunch with them. There is also a very real social component to this problem. As much as children need their parents, they also need their peers.

The pleasant weather of Spring and Fall do not present a problem and most days you will find many families picnicking on the lawn. However, as the weather becomes more inclement.....our dilemma arises and we are reaching a crucial time. All we are asking for is somewhere that we can eat lunch with our children.....a classroom, the gym or a hallway. There have been some valid issues presented, but nothing that we can not overcome.

If you can re-instate a Family Lunchroom, we feel that several guidelines should be put in place.....

All parents must sign in

You may only have lunch with your own children

The room must be left in the same condition that you found it

All participants must follow time lines set out by the school

All participants must adhere to the rules of the school

For liability issues, all participants must be Home and School members

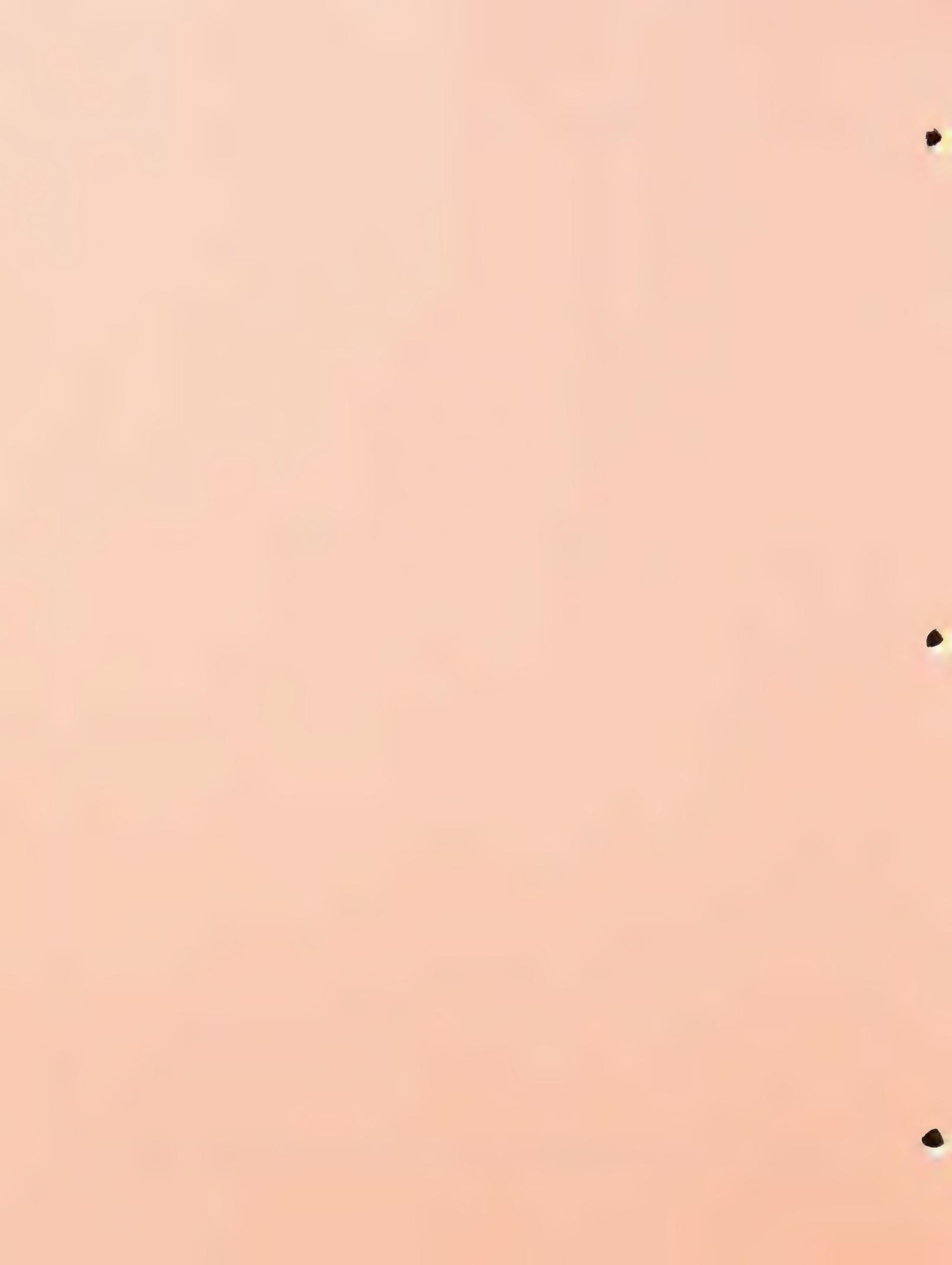
Failure to comply to any of these guidelines will result in further use being denied to the individuals and their children

Please help us to spend quality time with our children, while giving them all of the opportunities that they deserve.



TRANSPORTATION APPEAL

*BUSINESS COMMITTEE
2001 10 11*



October 2, 2001

Mr. Merv Matier
Director of Board
Hamilton-Wentworth District School Board
100 Main St. W.
Hamilton, ON L8N 3L1

RE: Stop Request

Mr. Matier:

As requested, here is an overview of our request to date:

- July 2001 - Transportation Dept. contacted with initial request; denied
- August 9, 2001 - Contacted trustee, Robert Barlow, for further assistance
- August 28, 2001 - emailed Darryl Sage with formal request; no response
- August 31, 2001 - 2 voice messages left with Mr. Sage in the following weeks; no response
- Sept. 4, 2001 - emailed Merv Matier, again outlining request; no response
- Sept. 5, 2001 - emailed Ruth Millar, again outlining request; Ruth responded with some direction on how to proceed
- Sept. 6, 2001 - Request school principal's assistance
- Sept. 7, 2001 - Received letter of recommendation from R.L. Hyslop Principal, Adrienne Fasullo
- Sept. 18, 2001 - Received a letter denying our request; Traffic Safety application form enclosed;
- Sept. 20, 2001 - Traffic Safety application form returned via school Principal
- Oct. 2, 2001 - Received letter from Darryl Sage, again denying request
- Oct. 2, 2001 - emailed Darryl Sage regarding denial and our continued concerns
- Oct. 2, 2001 - Received email from Darryl Sage; further investigation; request denied

Here are the reasons for this request:

- Our daughter Kelsey, at time of school bus pick up and drop off, is with our daycare provider located at 334 Dewitt Rd.
- Kelsey is six years old and in grade 1
- The section of Dewitt Rd from the address to Barton St. is not equipped with sidewalks. Although not a designated a major arterial road, this section of Dewitt road is a busy industrial street.
- Barton St., with or without controlled signal light, is a very busy major arterial road.
- The same bus Kelsey is currently entering from 618 Barton St. drives right past the requested stop address of 334 Dewitt Rd.
- Failure to reach an equitable resolution may unfortunately result in Kelsey and her sister Alyssa being transferred to the Catholic Board, as transportation would be a non-issue.

We look forward to continuing our mutual efforts to resolve this issue.

Sincerely,
Chris & Linda Davies

THE HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD



100 Main Street West, P.O. Box 2558
Hamilton, Ontario L8N 3L1

Telephone: (905) 527-5092
Fax: (905) 521-2536

October 2, 2001

Mrs. Davies
610 Barton Street
Unit #42
Stoney Creek, Ontario
L8V 5V2

Dear Mrs. Davies:

RE: REQUEST FOR A BUS STOP AT CAREGIVER'S RESIDENCE

I have reviewed the details of your email dated September 20, 2001 and provide the following comments:

When addressing any parental concern in respect to transportation services being delivered to students, the Board's "Transportation Policy" is what is relied upon.

Specifically, it is the policy of the Hamilton-Wentworth District School Board that for eligible registered students, home to school transportation will be provided.

It is this statement whereby Kelsey has been deemed eligible for transportation services from your home address of 610 Barton Street. The actual assigned bus stop location is at 618 Barton Street. As Kelsey's daily caregiver resides at 334 DeWitt Road, it has been your request to have the bus, which travels down DeWitt Road, to stop and allow Kelsey to embark onto the vehicle.

In response to this request you were advised that when parents chose alternate care placements for their children, the following administrative guideline is applied:

- Alternate Care Placement – request for transportation services to alternate placements, e.g. – caregivers, respite care, medical facilities, etc. will be accommodated providing there is NO additional cost. Written authorization, signed by the principal, is required and must be on file at the school before any change can be implemented. Relocation of stops or the addition of stops on a route will not be accommodated. All consideration will be based on the students' regular/normal home address.

Having the bus stop at the babysitter's home would add an additional stop to the route. This would be inconsistent with the guidelines. Therefore the stop has not been accommodated.

When requests such as yours arise, the Board has implemented "Courtesy Transportation" whereby students are permitted to receive service within the parameters of the policy. In applying courtesy transportation to your circumstances, the nearest stop to 334 DeWitt on route to R.L. Hyslop School is located at 13 Meteor Blvd. It is this stop that Kelsey would enter the vehicle.

In your letter you have outlined the safety concerns faced by Kelsey when walking to the courtesy stop. In particular you have cited that there are no sidewalks along the DeWitt section of roadway travelled by Kelsey as well as the concerns of her crossing over and along Barton Street.

To review these issues, a site inspection was conducted in order to assess the safety concerns. Our findings from this review, completed on September 26, 2001, are as follows:

- DeWitt Road is not defined as being a major arterial road
- The travelled section of no sidewalk along DeWitt Road does not exceed 0.8 km.(800 meters)
- There is a controlled signal light to assist the crossing of Barton Street

Not to diminish the inherent issues of safety when children walk to school, the above findings are not consistent with the Board's defined policy relating to safety hazards.

Having reviewed all aspects of your request against the Board's transportation policy, I believe the Board's transportation policy has been properly applied.

It is my understanding that you have requested delegation status at the October Business Committee. Following the decision of the Board as a whole, any change resulting from their recommended action would be implemented thereafter.

I trust you can appreciate the need to implement the Board's policy in a consistent fashion across all 16,000 students that are transported daily.

Yours truly,

Daryl Sage, Manager
Accommodation & Planning

DS/ka

5-3

Ruth Millar

From: Chris & Linda <chris.davies@sympatico.ca>
To: <rmillar@hwdsb.on.ca>
Sent: Sunday, September 23, 2001 10:20 PM
Subject: Fw: Stop Request - Continued

----- Original Message -----

From: Chris & Linda
To: dsage@hwdsb.on.ca
Cc: rbarlow@hwdsb.on.ca
Sent: Thursday, September 20, 2001 10:12 PM
Subject: Stop Request - Continued

Dear Mr. Sage:

We have just received your letter of September 18, 2001. Although we understand the spirit in which our request has been denied, we are struggling to understand the rationale in your decision or the inefficient process that these requests are subject to.

Allow me to correct some misinformation in your letter. Kelsey is in fact in grade 1, not grade 2. As well, there seems to be a misunderstanding in relation to there not being a safety issue. As outlined in our original request, dated August 9, 2001, we indicated "*this section of Dewitt Rd. is not equipped with sidewalks. To have our six year old daughter walk the unpaved shoulder of this busy industrial street, cross Barton St. and then walk two blocks along Barton St. is unacceptable.*" This is clearly a safety issue. If the Transportation Safety Application was filled out incorrectly, we apologize.

We must also share our concern with the process applied to these applications. After our initial telephone request to the Transportation Department was denied in July 2001, we immediately contacted our Trustee, Robert Barlow. Mr. Barlow advised us to notify you that we would like to request an appeal to the initial decision. After our email to you of August 9, 2001, as well as two voice mail messages went unanswered, we contacted Ruth Millar and Merv Matier to request an appeal. We were then notified that a request for appeal must be received 10 days prior to the Business Committee meeting, but that requests are not reviewed until the start of school. As there is less than 10 days between the start of school and the first Business Committee meeting, all appeals are forwarded to the October Business committee meeting.

With all due respect, we would submit that this process be reviewed. Not reviewing appeals until school starts seems rather inefficient and leaves many families with no resolution. Is it not possible to provide an appeal review over the summer months to allow for alternative arrangements to be made for transportation issues?

Adding to our frustration is the fact that the same school bus that currently stops at 618 Barton St., travels right past the address we are requesting the stop at.

As your letter directed, we will contact Ruth Millar to pursue delegation status.

Sincerely,

Chris & Linda Davies



HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD

100 Main Street West, P.O. Box 2558
 Hamilton, Ontario L8N 3L1
 2536

Telephone: (905) 527-5092
 Fax: (905) 521-

September 18, 2001

Mr. & Mrs. Davies
 610 Barton Street Unit #42
 Stoney Creek, Ont
 L8E 5V2

Dear Mr. & Mrs. Davies:

RE: Request for a Bus Stop at Caregiver's Residence

It has been your request of the Transportation Department to implement a new bus stop to be located at 334 DeWitt Rd. By doing so, this would permit your daughter Kelsey, grade 2, to be able to directly enter the school bus from the front of your caregiver's home.

In reviewing the addition of a new stop, the application of the Board's transportation policy and procedures were considered which subsequently lead to the decline of your request.

Specifically, in order for students to receive transportation services the criteria of walking distance from home to school is primary. For those students meeting the criteria, transportation services are provided from the home residence to the designated school. When applied to Kelsey, transportation from your home, 610 Barton Street, to R.L. Hyslop School was provided for at the stop location of 618 Barton Street. This is also the stop for a number of other students from your area.

The Board has also made qualified provisions to address circumstances relating to parental requests for alternative stop locations. Should requests for pick up and drop off be other than the home address e.g. a caregiver's address, these requests can be accommodated providing the initial route is not altered, no additional costs are incurred and no stops are added. When transporting 16,000 students a day, without a consistent application of the Board's direction, the transportation system could be seriously impacted by individual requests. This could be potentially overwhelming when it comes to meeting the day care arrangements of students and the constant change of caregivers and addresses. As a result, since your request requires a new stop to be added at your caregiver's address the request was subsequently denied. The nearest stop to your caregiver's home on the exiting route is at Barton and Meteor Street. It would be this stop that can accommodate Kelsey.

Being advised by the Transportation Department that no new stop would be added, you requested and received a copy of the Board's policy and Transportation Safety Application. As you are aware, parents can seek delegation status with the Board of Trustees should their safety appeal be initially denied by administration. This process would require contact being made to Ruth Millar at 905 527-5092 ext. 2201. Ruth would advise as to the formal process of obtaining delegation status as well as the dates in which the Business Committee meets. Once the Board renders its decision the outcome is final.

We have received your completed Transportation Safety Application whereby you have stated that the application is not applicable to your circumstances. It would be my understanding from this response that your request is strictly relating to adding a stop and not safety as outlined in the policy. I have forwarded a copy of your application to Ruth Millar in the event you wish to pursue delegation status.

I can appreciate the desire to have the bus stop in front of your caregiver's residence as the bus travels past this home, although I trust that there is a greater understanding of the spirit in which your request has been denied.

Yours truly,

Daryl Sage, Manager
Accommodation & Planning

cc A. Fasullo
Principal
R.L. Hyslop Elementary School

6-6

HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD
TRAFFIC SAFETY APPLICATION
FOR TRANSPORTATION SERVICES

Please complete the following personal data section for each child that application is being sought.

Student Name

DAVIES

KELSEY

Surname

First Name

Student's Normal
Place of Residence

42-616 BARTON ST. STONEY CREEK L8E5V2

Address

Municipality

Postal Code

Telephone Number

(905) 643-6748

Area Code

School Student
Attends

R.L. HVSCLP

Grade Placement

1

Please check the following:

Y N

I have read and understand the Board's Transportation Policy.
 I have sought the assistance from my school principal on submission of this application
I believe transportation services should be considered under the criteria based on the following defined traffic safety conditions:

 There is a major arterial roadway situated between the student's normal place of residence and their designated school
AND
 this major arterial roadway has no municipaly defined pedestrian walkway for sections greater than .8kms that must be travelled while on route to the Board designated school
OR
 it is necessary to cross a major arterial roadway to attend the Board designated school but there are no traffic control lights or crossing guard to assist with the crossing

Other Comments by Parent

We believe that this application is not applicable to our situation or request.

06 Sept. 01
Date of Application

Linda Davies
Signature of Applicant

LINDA DAVIES
Name of Applicant
(Please Print)

Date Submitted to School Principal

Signature of School Principal

Date Principal forwarded
to Accommodation and Planning

ACCOMMODATION AND PLANNING DEPARTMENT REVIEW

Date Application Received

Accommodation and Planning Dept.

Review Process/Findings

Signature of Reviewer

Decision Rendered-Explanatory Notes

Signature of Manager
Accommodation and Planning

Date decision sent to applicant: _____

6-8

Ruth Millar

From: Chris & Linda <chris.davies@sympatico.ca>
To: <rmillar@hwdsb.on.ca>
Cc: <mmatier@hwdsb.on.ca>; <rbarlow@hwdsb.on.ca>
Sent: Friday, August 31, 2001 2:11 PM
Subject: Request - School Bus Stop

Dear Ms. Millar,

Just to give you a short background into our request. We have requested a stop be created at or close to 334 Dewitt Road. This is not our primary address but that of our child care provider. This address is within the catchment area of R.L. Hyslop School but there is no stop in this area as currently no children from this area attend R.L. Hyslop.

To this point our request has been denied. Through conversations with Robert Barlow, he stated we should put our request to Business Committee, Appeals Hearing. This is my request to you. I understand that there is a meeting on 13 September 2001 and we need to be put on the agenda 10 days in advance. If you could grant this request I would appreciate it. Also, if you could inform me as to what the committee is looking for I would again appreciate it.

Both my husband and me have e-mailed several people such a D. Sage and Merv Matier. I understand that these people are very busy but we have not gotten any response since our first e-mail to Mr. Sage on 09 August 2001.

Just to let you know, after checking my mail, I did not receive any letter from the Board.

Thank you in advance.

Linda & Chris Davies
42-610 Barton Street
Stoney Creek, ON
L8E 5V2
(905)643-6748



A C T I O N I T E M S

*BUSINESS COMMITTEE
2001 10 11*



#7

The Hamilton-Wentworth District School Board

Memo

TO: Merv Matier, Director of Education and Secretary of the Board

FROM: Don Grant, Superintendent of Business and Treasurer
D. Sage, Manager of Accommodation and Planning

DATE: October 5, 2001

RE: UPDATE -- SHARP TRANSPORTATION LTD. ACQUISITION OF WILLS SCHOOL BUS DIVISION

Approved for distribution by the Director.

Signature: M. Matier

Date: Oct 5/01

Recommendation:

Moved by: _____

That the Update --- Sharp Transportation Ltd. Acquisition of Wills School Bus Division Report be received for information.

RATIONALE:

At the June 2001 Business Committee, a report was presented regarding the acquisition of Wills Transportation by Attridge Transportation. Subsequently, it was the decision of Attridge Transportation to withdraw all financial interest and terminated the purchase of Wills. As a result, Wills Transportation entered into negotiations with Sharp Transportation Ltd.

During the month of August 2001, Sharp Transportation acquired sole ownership of the Wills' student transportation division.

Sharp Transportation Ltd. has been a long-standing service provider to school boards over the past forty years. Their service, quality and safety record is commendable. Sharp has retained the experience of the Wills' drivers and combined their operation at their Caledonia buslines location. This has provided for a very strategic positioning for the area they serve. As a testament to their operation, the September start up of Wills' transportation segment was seamless and was conducted without incident or community issue. The Board can look forward to a continued long-term positive relationship with Sharp Transportation.

A brief bio has been provided in Exhibit "A".





#7

The Hamilton-Wentworth District School Board

Memo

*Approved for distribution
by the Director.*

TO: Merv Matier, Director of Education and Secretary of the Board

FROM: Don Grant, Superintendent of Business and Treasurer
D. Sage, Manager of Accommodation and Planning

DATE: October 5, 2001

RE: UPDATE -- SHARP TRANSPORTATION LTD. ACQUISITION OF WILLS SCHOOL BUS DIVISION

Signature:

Date:

M. Matier

Oct 5/01

Recommendation:

Moved by: _____

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A brief bio has been provided in Exhibit "A".



7-1

EXHIBIT "A"

SHARP

Bus Lines Limited

567 Oak Park Road,
Brantford, Ontario
N3T 5L8
(519) 751 3434
(519) 751 8996 fax
www.sharpbus.com

Providing Safe, Reliable, and On Time

School Bus & Highway Coach Transportation

BE SHARP GO SHARP

7-2

Our Company. A brief history.

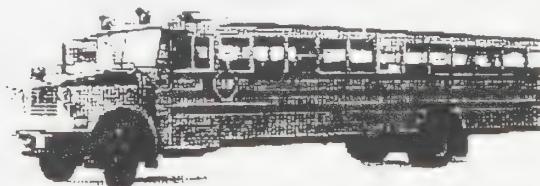
Sharp Bus Lines Limited

Glen Morris Ontario. September 1, 1961

The Sharp Bus Lines of today started as a small school bus company with 3 school buses. The family owned business was originally operated out of their farm in Glen Morris, Ontario, with the kitchen table as the corporate head quarters, the barn as the garage and pay phones as the communications system.

Our President Don Sharp, along with his wife Mary, were the companies' first bus drivers, mechanics, bookkeepers and dispatchers. Today our company follows the leadership of Don Sharp our President, John Sharp our Vice President of Operations and Bill Sharp our Vice President of Finance.

Over the years, the Sharp's have instilled in their employees their strong family values, as well as a commitment to the highest standard of business and personal ethics. These values and ethics, combined with hard work, dedication, an unmatched safety record, and determination, are what have made Sharp Bus Lines Limited the acknowledged industry leader it is today.



Sharp Bus Lines Limited fleet of 350 school buses and 17 highway coaches are a source of pride not only to John and Bill Sharp, but also to all members of the Sharp team. Sharp school buses safely transport approximately 16,000 school children each day.

Sharp Bus Lines Limited operates three full service offices. The head office is located in Brantford, Ontario, with satellite offices located in Kitchener, Ontario and Simcoe, Ontario. Collectively, these offices employ 18 office staff, 3 professional driver trainers, 10 licensed mechanics, and 450 professional drivers.

7-3

Each of our offices is staffed with a driver trainer, licensed mechanics, and a dedicated team of professionals in order to provide ongoing training and support to our drivers. Managers, as well as a licensed mechanic, are on call 24 hours a day to respond in an effective and timely manner to any situation that may arise. Computerized routing and charter systems, state of the art two-way communications, and systems integration allow Sharp to quickly, efficiently, and cost effectively serve our clients and passengers.

We are continually proud of our ongoing operating philosophy of **Customer Service and Satisfaction**. Our philosophy cannot be maintained however, without our biggest assets, our professional drivers.

SHARP DRIVERS

To become a Sharp Bus Lines Limited driver our applicants must first meet the MTO requirements and our extensive training program. Once the MTO criminal search and medical are complete, the trainees enter our classroom for a weeklong bus-driving course. After successful completion of the classroom program, the trainees are required to do a minimum of 12 hours of on road training before they can take their examination. Following the examination, the drivers return to the classroom for a daylong defensive drivers course.

The training of our Professional Drivers is ongoing. We continually provide refresher courses and support for our drivers. Our Safety and Training Coordinator monitors our drivers so that we can tailor our safety programs to meet the needs of the drivers.



Safety continues with our mechanics

Our mechanics do a complete and thorough safety check of each vehicle every two months. This is in addition to the MTO biannual safety check and the driver's safety check that is performed each morning.

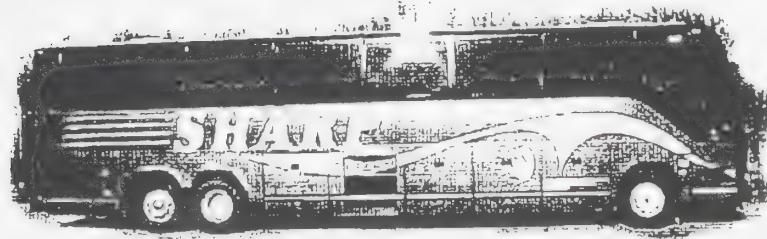
We Stand on our Record

Sharp Bus Lines Limited is committed to the safe and reliable transportation of both student passengers and our luxury coach passengers. Safety is our number 1 priority, this year alone at our Brantford office we handed out 136 awards totalling 787 years of safe driving.

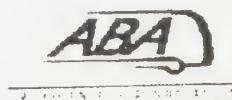
7-4

Ask Our Business Partners.

Sharp Bus Lines Limited is very proud of our record and commitment to passenger safety and comfort. Just ask any one of the many associations that we are proud to be members of such as The Ontario School Bus Association, The Ontario Motor Coach Association, The American Bus Association, and the National Tour Association, or Contact our customers at the Waterloo Region School Board, The Hamilton-Wentworth School Board, The New City of Hamilton - Camp Kidaca, The Grand Erie District School Board, The Brant-Haldimand Norfolk District Catholic School Board, Indian and Northern Affairs, CAA South Central Ontario, and CAA Niagara Tours just to mention a few.



By choosing Sharp Bus Lines Limited as your transportation partner you can be rest assured that you will receive safe, courteous, reliable and efficient service



The Hamilton-Wentworth District School Board

Memo

*[Redacted] for distribution
to the Director.*

To: Merv Matier, Director of Education

From: Don Grant, Superintendent of Business and Treasurer

Date: October 11, 2001

Subject: Update: New School on Templemead Road

[Redacted]

[Signature]

[Date]

[Signature]

Recommended Action:

Moved by _____

That the Update: New School on Templemead Road report dated October 11, 2001 be received for information.

Rationale:**Background:**

May 2000

- Design of new school approved.

June 2000

- Board approved construction of a new elementary school on Templemead site at a total net project cost not to exceed \$7,200,000. As part of the financing strategy, a portion of the site is to be severed for the purpose of a residential survey.

November 2000

- Conditional approval given to add a Day Care Centre to the project.

May 2001

- Site plan approach revised to address concerns raised in the municipal planning process. The residential survey reduced to 20 lots, the school building moved forward to front directly on Templemead Road and 3-4 acres to be conveyed to the City for value in order to enlarge the existing municipal park.

Update:

1. In May 2001 it was determined that we would proceed to amend the Neighbourhood plan first, and then commence the preparation of the Plan of Subdivision and By-law Amendment related to the residential development. By mid-May BLS Planning Associates (The Hamilton-

Wentworth District School Board planner) had prepared the documentation required and filed an application to amend the Neighbourhood Plan.

2. The City Planning Sub-Committee dealt with the Neighbourhood plan amendment request on June 26th, 2001. As this was a public meeting area residents were allowed to speak. For the most part, the questions raised by the 5 or so speakers related to tree preservation, traffic concerns, timing of the school construction, location of school parking, and servicing issues. With the exception of a single individual who wanted to go to a 14-lot plan, there was no serious sounding opposition.
3. The City Planning Sub-Committee proposed that the next steps in the process (being the Plan of Subdivision, Zoning and Site Plan approval for the school) be dealt with based on the following principles:
 - Housing will be single-family homes commensurate in lot size and house size and value to existing stock across the road.
 - Preservation of tree lines on north, east and south sides of School Board property.
 - Physical location of school to be built as shown on revised plan.
 - Planning Department and Traffic Department staff to work together for providing safety triangle on school Board's northwest corner of their current property, to make this area as large as possible for traffic safety reasons, which will include setbacks of new homes at this corner.
 - Ensure school construction precedes or coincides with housing construction.
4. These principles were adopted by Committee, and ultimately approved by City Council. The School Board's planner is confident that none of the principles will create any significant roadblocks to the development of these lands as conceptualized in the revised site plan approach approved in May 2001.
5. The application for Plan of Subdivision (20 residential lots) was prepared and filed in early July 2001. Also accompanying this application was a Zoning Amendment application for that portion of the Board's lands related to the residential survey. The applications have been accepted as 'Complete Applications' by the City. The City circulated the applications to its internal departments and to the required outside agencies in late July.
6. The Circulation of the applications is now substantially complete. No significant issues have been raised. The Conservation authority has requested lot grading and tree preservation plans for each lot. This was anticipated and will likely be a condition of Draft Plan Approval.
7. The required sign has been placed on the property advertising the Public meeting, so we have satisfied all of the normal processing requirements of the City.
8. The Public Meeting required under the provisions of the Planning Act has been scheduled for October 23rd. It is anticipated that Draft Plan of Subdivision Approval and Zoning Approval will follow shortly after that. These approvals should be in place by the end of November 2001 as long as no major issues arise from this point.

Next Steps:

- Administration will continue to work cooperatively with the City throughout the planning process.
Planning steps remaining:
 - Public Meeting October 23, 2001
 - Approval of Draft Plan of Subdivision
 - Approval of Rezoning Application
 - Approval of Site Plan Application
 - Building Permit
- Directly following the Public Meeting the School Board architect will begin to make necessary modifications to relocate the footprint of the building.
- Administration will work with the Umbrella Board to confirm arrangements with respect to a day care centre and accommodate plans for the day care in the building plans; assuming all conditions established by the Board are satisfied.
- Project will be tendered and administration will seek approval from the Board in order to award a contract for the construction of the school.
- The goal is to award the construction contract by May 31, 2002 and open the new school September 1, 2003.



The Hamilton-Wentworth District School Board

Memo

To: Merv Matier, Director of Education and Secretary
 From: Don Grant, Superintendent of Business and Treasurer
 Date: October 11, 2001
 Re: School Closure Issue - Dundas Area

for distribution
by the Director.

Signature: M. Matier

Date: Oct 5/01

Recommended Action:

Moved by: _____

That the Board remove Dundana from the list of schools identified for potential closure at this time.

Rationale:

- Trustees, senior staff and representative system leaders have invested significant time and energy in setting far-sighted directions to guide the system for the next few years - Seven Strategic Directions. These directions focus on continual improvement and organizational success. Strategic Direction Teams have been formed, participated in training sessions and will make recommendations on actions that will help us attain the goals identified for each strategic direction. Trustees will consider these recommendations in November 2001 and approve action plans that, with specific performance indicators and timelines, will begin to be implemented in the 2001/2002 school year.
- One of the Seven Strategic Directions is **Accommodation**. The destination statement and goals attached to this strategic direction are as indicated below.

Destination Statement:

The Hamilton Wentworth District School Board has well-placed buildings that fully meet student instructional needs and community usage.

Goals:

- Create a set of physical and program standards.
- Establish a long-term accommodation plan.
- Apply the physical and program standards to create a facility renewal plan.
- **Establish a regular process to review the inventory of schools.**
- Provide fiscally responsible community use of our schools.
- As noted above, The Board is currently in the process of preparing action plans to address each of these goals. The current Board approach to the school closure decision will be reviewed and possibly modified as a result of pursuing these strategic directions.
- There are currently no major capital projects dependent on school consolidation decisions in the Dundas area.
- Executive Council recommends that Dundana school be removed from the potential closure list at this time. Once the new process has been established, the Dundas area along with all areas of the Board will be subject to review as determined by the new process.

The Hamilton-Wentworth District School Board

Memo

To: Merv Matier, Director of Education and Secretary
From: Don Grant, Superintendent of Business and Treasurer
Date: October 11, 2001
Re: School Closure Issue - Templemead Area

oved for distribution
by the Director.

Signature: Merv Matier
Date: Oct 5/01

Recommended Action:

Moved by: _____

That Board approve action plan to address school closures associated with the opening of the new Templemead School.

Rationale:

As this point in time, it is anticipated that the new Elementary School in the Templemead area will open in September 2003. The School Renewal plan of April 2000 identified that the building of this school will necessitate the closure of other school(s) in the north east mountain. Given the expected opening date of the new school, there is a need to finalize school closure(s) decisions in this area. The action plan outlined below is recommended to guide the decision-making process in accordance with the School Closure Policy.

Action Plan:

January 2002	Board approval of new Templemead catchment area.
February-March 2002	Engage and complete process to identify school(s) for potential closure.
April-November 2002	Complete study of school(s) identified for potential closure.
December 2002	Board decision regarding school(s) identified for potential closure and adoption of implementation plan.
January-August 2003	Effect staffing, equipment, renovation and catchment changes necessary to implement consolidation for school year beginning September 2003.

The Hamilton-Wentworth District School Board

Memo

for distribution
by the Director.

Signature:

Date:

To: Merv Matier, Director of Education

From: Don Grant, Superintendent of Business and Treasurer

Date: October 11, 2001

Subject: **Financing: Classroom Technology Renewal Plan**

Recommended Action:

Moved by _____

That the Board approve capital loan financing of up to \$10,500,000 to be amortized over a period of up to 5 years for the purpose of the Classroom Technology Renewal Plan. Future payments required on the capital loan financing to be accommodated within the current classroom computer budget.

Rationale:**Background:**

As previously reported, the Classroom Technology Renewal Plan is to help address our classroom computer needs for a five year period at a cost of \$2,157,239 per year. The project is consistent with the approved Information Technology Long Range Plan. IBM has been selected as the primary supplier of equipment and services required by the project.

Project Financing Strategy:

The total value of equipment and services included in the Classroom Technology Renewal Plan is estimated at \$10,500,000. Various options regarding the financing of this project have been explored. The two primary financing options available to the Board include leasing or capital loan. In addition various lease options were also investigated: lease from IBM, lease from third-party leasing company and lease from bank. Current rates relative to these options ranged from a high of 7.30% to a low of 6.25%. The most advantageous option to the Board is the capital loan route.

Consequently, it is recommended that the Board pursue financing for the Classroom Technology Renewal Plan via capital loan. Assuming that the classroom computer budget is maintained at the current level in future years, this budget will be able to accommodate the payments required to payoff the capital loan over the amortization period.

[Handwritten signature]

THE HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD

MEMORANDUM

To: Merv Matier, Director of Education
From: Wayne Joudrie, Superintendent of Education
Date: October 11, 2001
Subject: CLASSROOM COMPUTER PROJECT—Project Coordinator

Moved for distribution
by the Director.

Signature:

Date:

M. Matier
Oct 5/01

Recommended Action:

Moved by _____, that the position of Classroom Computer Project Coordinator be approved.

Rationale:

The partnership between the Hamilton-Wentworth District School Board and IBM was approved in April, 2001. The remainder of the spring was used to solicit background data from staff to help in the constitution of an integrated classroom computer rollout plan. These plans have been completed over the summer period and are about to be implemented.

One aspect of the plan that IBM highly recommends is that the HWDSB have a single point of contact (coordinator) for the project. IBM has assigned a full-time Project Manager to handle the communication, coordination and planning from their end. They recommend that we have a person who is an HWDSB employee to deal with communication, coordination, etc. internal to the Board.

As part of the Information Technology Project process from 2001-2002, funds have been set aside for this coordinator's position. The position is anticipated to last for the 2001-2002 school year. This will be reviewed and if an extension is required, a separate report will be forwarded to the Board.

The Hamilton-Wentworth District School Board Impact Summary

Recommended Action:

That the Classroom Computer Project Coordinator Report be received as information.

The impact of approving the foregoing recommended action is as follows:

1. Benefits/Expected Outcomes:	<ul style="list-style-type: none"> ▪ Effective and efficient rollout of computers to our schools. <p><input checked="" type="checkbox"/> Yes <input type="radio"/> No Recommended action is consistent with Board beliefs and criteria for decision-making.</p>																														
2. Target Audience:	<ul style="list-style-type: none"> ▪ Audience recommended action is expected to impact—all elem & sec schools. ▪ Annual number expected to benefit in any 12 month period—60,000 students 																														
3. Costing Detail:	<ul style="list-style-type: none"> ▪ Effective date of recommended action—asap. 																														
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"></th><th style="text-align: center;">Start-Up Cost</th><th style="text-align: center;">Operating Cost (*This Year Residual)</th><th style="text-align: center;">Operating Cost (Next Full Year)</th></tr> </thead> <tbody> <tr> <td>Permanent Staff: FTE = 1.5 Salary + Benefits</td><td style="text-align: center;">\$35 000</td><td style="text-align: center;"></td><td style="text-align: center;"></td></tr> <tr> <td>Temporary Assistance:</td><td style="text-align: center;">\$35 000</td><td style="text-align: center;"></td><td style="text-align: center;"></td></tr> <tr> <td>Supplies:</td><td style="text-align: center;">\$35 000</td><td style="text-align: center;"></td><td style="text-align: center;"></td></tr> <tr> <td>Equipment: Software, Hardware and Training Costs</td><td style="text-align: center;">\$35 000</td><td style="text-align: center;"></td><td style="text-align: center;"></td></tr> <tr> <td>Accommodation/ Transportation</td><td style="text-align: center;">\$35 000</td><td style="text-align: center;"></td><td style="text-align: center;"></td></tr> <tr> <td>Total</td><td style="text-align: center;">\$35 000</td><td style="text-align: center;">\$TBD</td><td style="text-align: center;"></td></tr> </tbody> </table>					Start-Up Cost	Operating Cost (*This Year Residual)	Operating Cost (Next Full Year)	Permanent Staff: FTE = 1.5 Salary + Benefits	\$35 000			Temporary Assistance:	\$35 000			Supplies:	\$35 000			Equipment: Software, Hardware and Training Costs	\$35 000			Accommodation/ Transportation	\$35 000			Total	\$35 000	\$TBD	
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Total	\$35 000	\$TBD																													
4. Funding:	<p>Source Recommended: Classroom Computers</p> <p>Activities/Programs negatively impacted by shift of funding—Built into Classroom Computers Budget for 2001-2002.</p> <p>Compliance with legislated enveloping requirements.</p> <p><input checked="" type="checkbox"/> Yes <input type="radio"/> No Classroom/Nonclassroom ✓ Special Education Board Administration and Governance School Renewal/Debenture/New Pupil Place</p>																														

Date: October, 2001

Note: Impact Summary not required if recommended action is to receive report for information.

The Hamilton-Wentworth District School Board

Memo

TO: Merv Matier, Director of Education and Secretary of the Board

FROM: Don Grant, Superintendent of Business and Treasurer
Daryl Sage, Manager of Accommodation and Planning

DATE: October 5, 2001

RE: SCHOOL HOUR BUS PASS

Approved for distribution
by the Director.

Signature: Merv Matier

Date: Oct 5/01

Recommendation:

Moved by: _____

That the School Hour Bus Pass Report be received for information.

RATIONALE:

Over the year, public transit has been relied upon, as an economical means of providing transportation services to eligible students. At present, approximately 1200 students are provided with public transit access under the Board defined transportation policy.

Following the amalgamation of school boards, a report was brought to committee and subsequently approved relating to "Transportation Guidelines". These guidelines were to assist in the transition of transportation services until a new policy was developed. In a report dated 1999-09-16 re: Transportation Policy, the draft transportation policy statement and operating procedures were detailed including the following:

- Public Transit -- Hamilton Street Railways (H.S.R.) will be utilized in all areas of service throughout the region where the principal deems it appropriate under the policy statement. H.S.R. is to be approached in order to pursue the possibility of establishing cost effective transportation student passes.

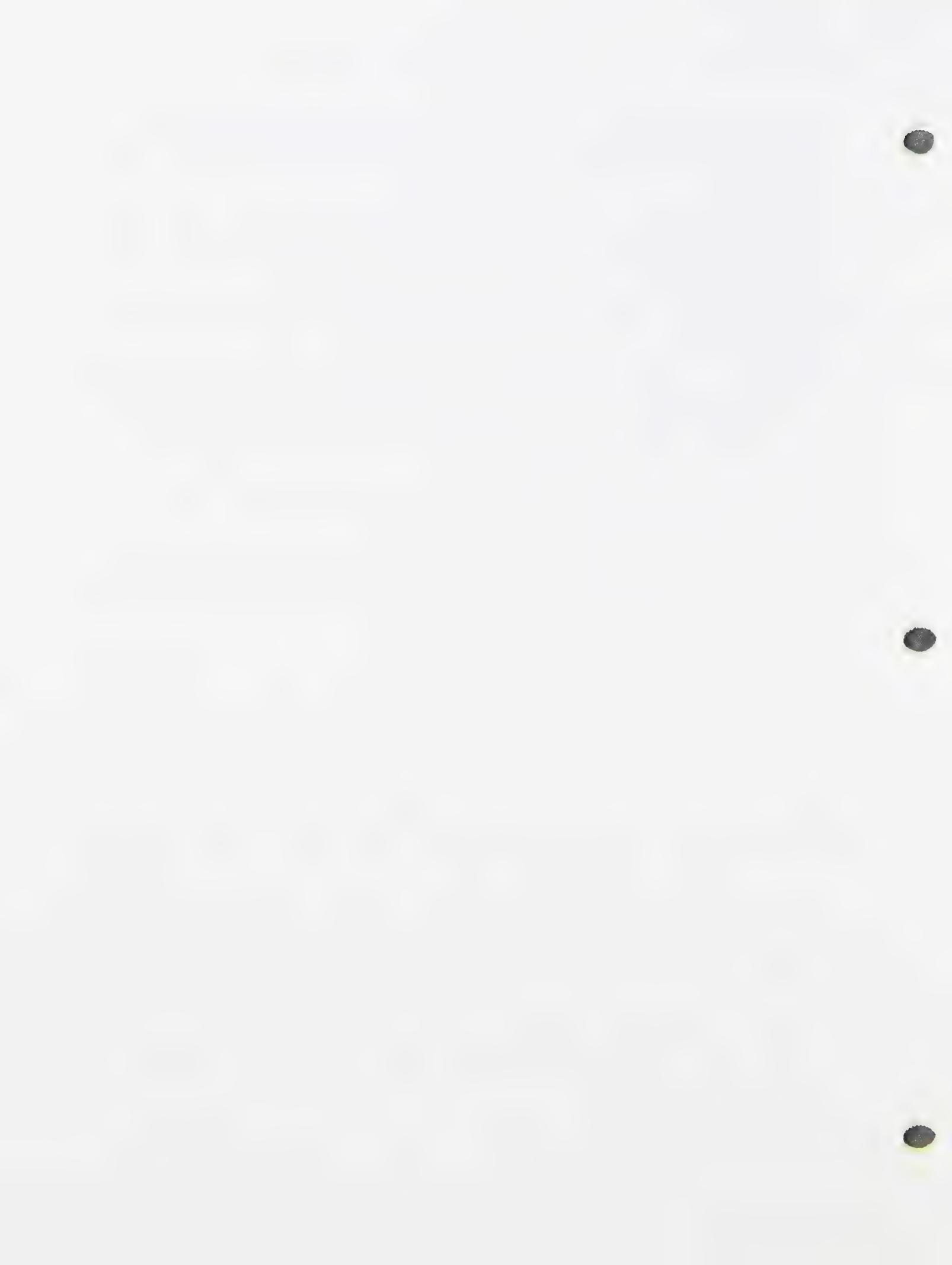
Exploratory talks have lead to the establishment of a **school hour bus pass**. These passes combined with a declining reliance on bus tickets will greatly improve the efficiency between both H.S.R. and schools. The following highlights some of the benefits of this co-operative approach:

- A photo-identification bus pass will be issued by H.S.R. covering an academic term of five months. The bus pass will be renewed every term thereafter. The target date for initial start-up is February 2002.
- Passes will allow students to travel between the hours of 6:00 a.m. to 6:00 p.m. on school days as frequently as required. This will provide greater flexibility for the student. H.S.R. will permit parents/student to purchase a 7-day a week upgraded pass directly through their office and independent of the Board.
- Bus tickets will remain in place for such programs as SALEP and to meet the individual needs of students whose circumstances are warranted. The school principal will play a lead role in identifying bus ticket students.
- At present, the cumbersome administrative process of ordering, distributing, monitoring and controlling bus tickets is extremely time consuming, e.g. 1200 students x two tickets per day x 190 school days = approximately 456,000 tickets in circulation per year. The transportation department, school secretary, teachers, principal and H.S.R. staff are all heavily involved in making this system work. Reduced workloads and improved control is an expected outcome of allowing the implementation of the school hour bus pass.

Operating procedures and communication plans are currently being developed in order to make a smooth transition to passes by February 2002.

The school hour bus pass is a creative and co-operative joint venture between the City and the Board. This initiative is aimed at enhancing the positive role of Transit in meeting transportation needs while contributing to the financial responsibility of all parties.

A handwritten signature in black ink, appearing to read "D. J. Smith".



*Hannett Public
Library*

ADDITIONAL
INFORMATION FOR
THIS EVENING'S

URBAN MUNICIPAL

OCT 30 2001

GOVERNMENT DOCUMENTS

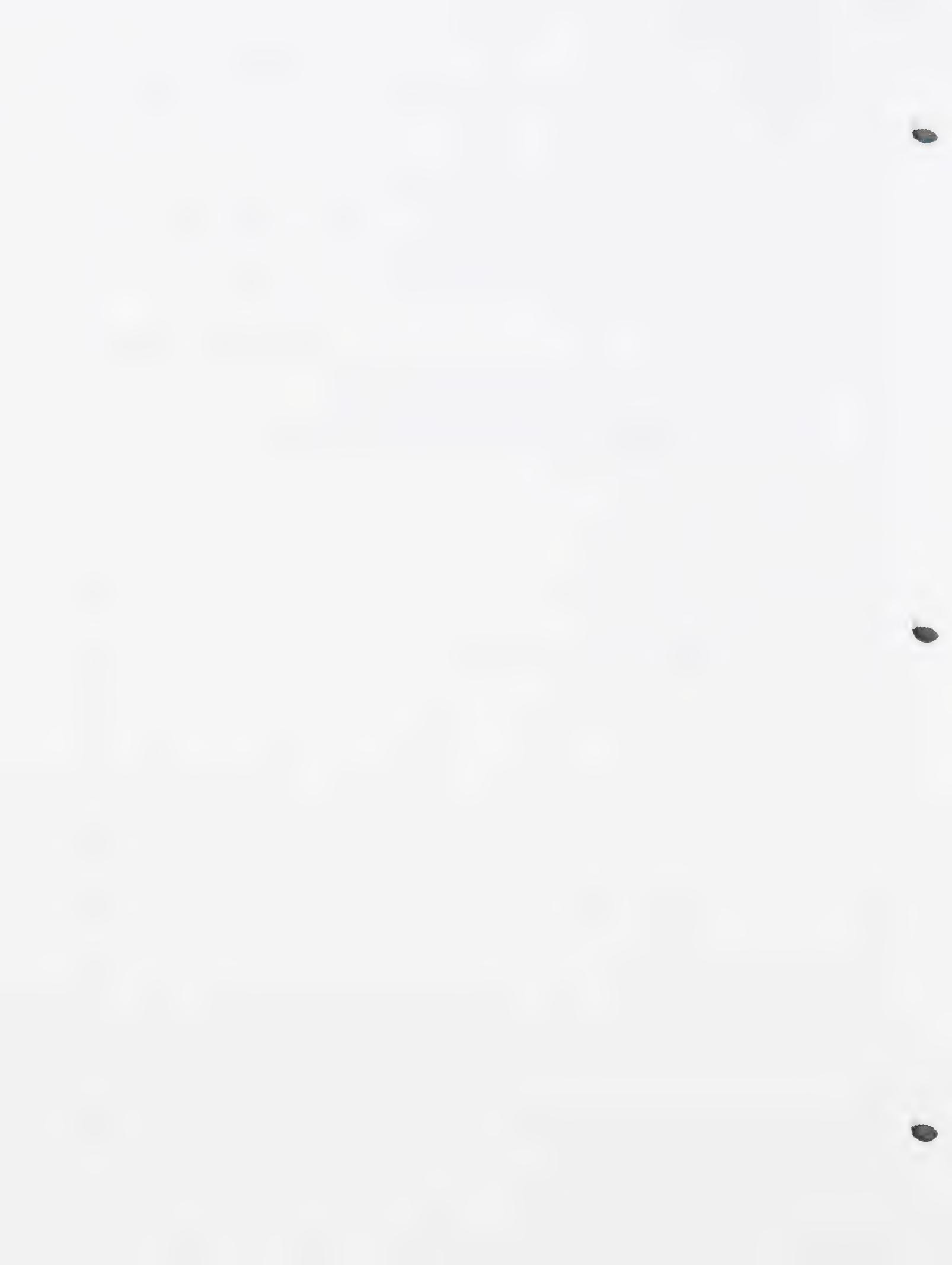
**MEETING OF THE
BUSINESS COMMITTEE**

ACTION ITEMS:

13. Organizations We Support page - 13

Please add this information to your agenda package.

**BUSINESS COMMITTEE
2001 10 11**



The Hamilton-Wentworth District School Board

Memorandum

To: Merv Matier, Director of Education
From: Don Grant, Superintendent of Business and Treasurer
Irene Polidori, Manager of Finance
Date: October 11, 2001
Subject: Organizations We Support

Approved for distribution
by the Director
Signature: Merv Matier
Date: Oct 11/01

Recommended Action:

Moved by: _____

That the Organizations We Support report be received for information.

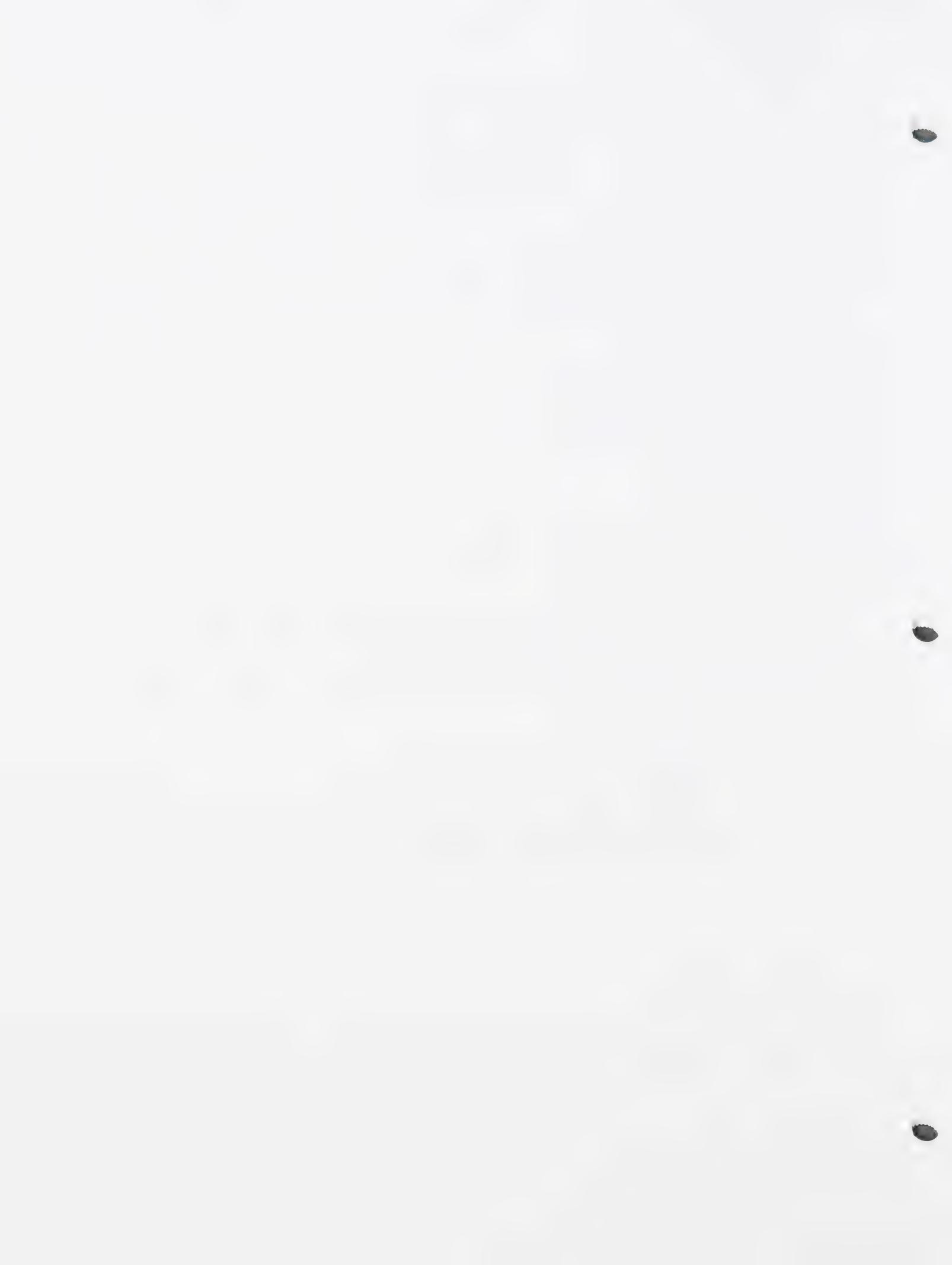
At the September 13, 2001 Business Committee Meeting, a request was made by the Trustees for a listing of organizations supported by the Hamilton-Wentworth District School Board.

At the present time, The Hamilton-Wentworth District School District Board has member standing in the following organizations:

Canadian Payroll Association
Hamilton & District Chamber of Commerce
Industry Education Council
Ontario Federation of School Athletic Associations
Ontario Member School Boards Association
Ontario Public School Boards' Association
S.O.S.S.A. (Secondary Schools Athletics)

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OCT 30 2001

GOVERNMENT DOCUMENTS

THE HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD

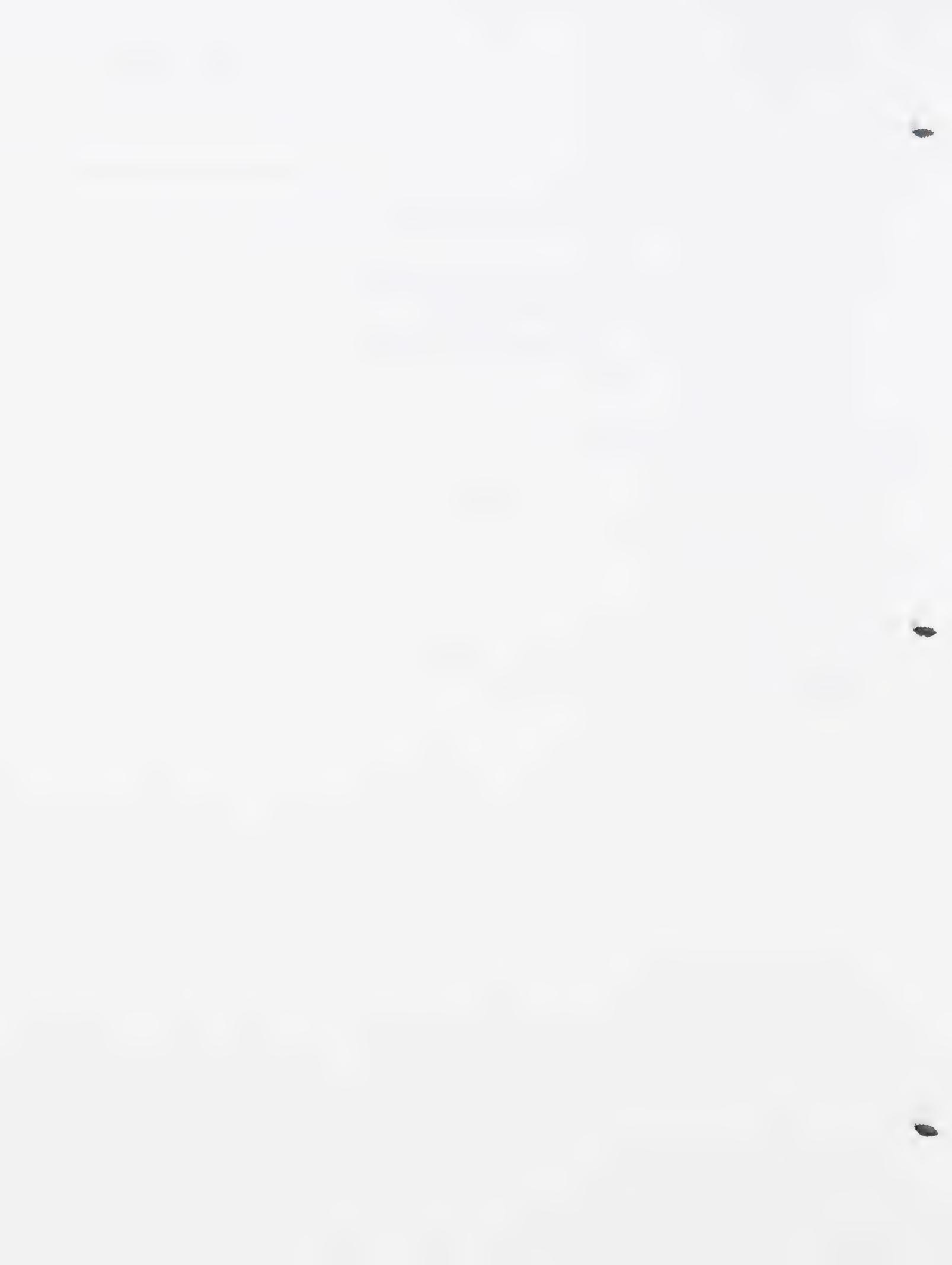
**SPECIAL MEETING OF THE
BUSINESS COMMITTEE**

Thursday, October 25, 2001

*immediately following the Special Meeting
of the Education Committee*

A G E N D A

1. Call to Order	L. Orban
2. Approval of Agenda	
3. Catchment Re-definition Terms of Reference and Update <i>Report will be delivered to trustees next week</i>	D. Grant



**URBAN
MUNICIPAL**

THE HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD

C A 3 O I T H W W 2 6 **BUSINESS COMMITTEE**
A 3 3 B
2 001

Thursday, November 8, 2001

7:00 p.m.

A G E N D A

7:00 p.m.

1. Call to Order
2. Approval of Minutes of October 11, 2001
3. Business Arising from the Minutes
4. Approval of Agenda

L. Orban

PRESENTATION:

5. Hamilton Community Energy Initiative

URBAN MUNICIPAL

NOV 22 2001

GOVERNMENT DOCUMENTS

ACTION ITEMS:

6. 2001/2002 Financial Report – September 30, 2001 D. Grant
7. 2001/2002 Resource Allocation Summary D. Grant
8. 2002-2007 Liability Insurance Renewal D. Grant
9. A.M. Cunningham Lunchroom Update W. Joudrie
10. Engineering and Consulting Services A. Cupido
11. Tender Results – G.R. Allan School Project A. Cupido
12. Special Education Student Transportation I. Thompson
13. Report of JAC – Smoking Policy M. Matier

CORRESPONDENCE:

DISTRIBUTION:

14. Public Questions for Clarification

Future Meetings:

Board	November 22, 2001	8:00 p.m.
Education Committee	December 6, 2001	7:00 p.m.
Business Committee	December 13, 2001	7:00 p.m.
Board	December 20, 2001	8:00 p.m.

MINUTES OF THE BUSINESS COMMITTEE

October 11, 2001

Those present: Lillian Orban (Chair), Judith Bishop, Robert Barlow, Wes Hicks, Wayne Marston, Laura Peddle, Ian Thompson, Bruce Wallace, Reg Woodworth, Ray Mulholland and Graham Hillgren (Student Trustee).

Regrets: Eleanor Johnstone.

In attendance: M. Matier (Director of Education and Secretary), D. Grant (Superintendent of Business and Treasurer), K. Bain (Superintendent of Education – County West), E. Bond (Superintendent of Education – Secondary East), M. Botting (Superintendent of Instructional Services), A. Cupido (Superintendent of Plant Services), W. Joudrie (Superintendent of Education – City East), C. Reid (Superintendent of Education – City West) and J. Wibberley (Superintendent of Education –Secondary West).

1. Call to Order

L. Orban called the meeting to order at 7:00 p.m.

2. Approval of Minutes of September 13, 2001

It was moved by W. Hicks: That the minutes of September 13, 2001 be approved.
CARRIED.

3. Business Arising from the Minutes

Nil.

4. Approval of Agenda

It was moved by R. Mulholland: That the agenda be approved as presented.
CARRIED.

DELEGATION:

5. Jean Lewis Knight request re lunchroom at A.M. Cunningham

L. Orban welcomed the presenters Jean Lewis Knight, past president of A.M. Cunningham Home and School and Lynn Paterson, current president.

In response to questions, J. Lewis-Knight clarified this program is specifically for students who would like to eat lunch with their parents. She further clarified there are currently two lunchroom programs at the school.

It was moved by R. Woodworth: That the rules be suspended in order to consider this matter immediately.
CARRIED.

It was moved by W. Hicks: That the presentation presented by the parents for a parent lunch program to be approved at A.M. Cunningham School be referred to the Superintendent responsible for the school. The purpose being that the Superintendent will convene a meeting at the school to discuss the presentation with the interested parties and those in opposition the Superintendent will report the results of the meeting to the Business Committee.

L. Peddle expressed concern with the word "approved" being used in the motion. She didn't want to instill in the referral motion that the Board is "approving" this program.

W. Hicks noted that the intent of the motion was to request the Superintendent to meet with the two different groups and request the results to a future Business Committee meeting.

R. Mulholland concurred, noting the approval was for the presentation the parents from A.M. Cunningham had just presented.

W. Joudrie advised trustees he had already planned to proceed with these meetings. He added he would be prepared to bring information regarding the outcome of the meetings to the November Business Committee meeting.

R. Woodworth felt this was something that shouldn't have been brought to the Business Committee. He noted this is a matter of convenience for parents and their children and if there isn't a liability issue the schools should welcome this.

W. Marston agreed to support the motion; however, he cautioned members that perhaps there is a difference of opinion in that school regarding this program. He added a month from now the other group of people may make a delegation regarding this.

**It was moved by W. Hicks: That the question be called.
CARRIED.**

To the motion, CARRIED.

TRANSPORTATION SAFETY APPEALS

6. Chris Davies

C. Davies thanked the Board for the opportunity to speak regarding his transportation appeal. He highlighted the following points:

- Dewitt Road is a very, busy industrial street.
- The bus passes the requested stop of the caregiver's home in the morning.
- There doesn't appear to be any added cost to this request.
- Consideration should be given to reviewing the current transportation policy appeal process.

L. Orban thanked C. Davies for his concern for children.

In response to a query, D. Sage clarified that a bus travels along Dewitt Road in the morning and past the caregiver's home; however, it does not follow this exact route after school.

I. Thompson encouraged C. Davies to contact his local alderman regarding sidewalks in this area.

W. Hicks cautioned members that should this appeal be granted, the Board could receive 20-30 requests for picking up children at the caregiver's.

C. Davies noted that if the bus didn't pass directly by the caregiver's home then he would not have requested this as his daughter already receives courtesy transportation.

It was moved by R. Woodworth: That the rules be suspended in order to deal with this issue now.

CARRIED.

In response to a query, D. Sage clarified there are two busses that currently serve R.L. Hyslop School. He noted if C. Davies' daughter took the bus to her home address she would be dropped off and picked up close to her home.

R. Mulholland asked whether there were similar cases to this. D. Sage noted that since the beginning of the school year there has been an estimated thirty requests for alternate stops at caregiver's homes. He noted these have not been accommodated; however, the students have received courtesy transportation.

R. Woodworth felt the pick-up didn't seem to be a problem; however, the drop off at the end of the day would be the inconvenience and added cost.

It was moved by R. Barlow: That administration attempt to accommodate the Davies family regarding their transportation appeal.

L. Peddle, speaking against the motion, stated if thirty other families were to ask the same thing it would be extremely costly for the Board.

B. Wallace noted he understands the concerns of parents; however, there just aren't the funds to drop off every child at their home. He added most of Ancaster does not have sidewalks and it would be nice if there were the funds to pick up all students.

It was moved by W. Hicks: That the question be called.

CARRIED.

To the motion, LOST, 3 in favour, 7 opposed.

ACTION ITEMS:

7. Update: Sharp Transportation Ltd. Acquisition of Wills School Bus Division

It was moved by B. Wallace: That the Update – Sharp Transportation Ltd. Acquisition of Wills School Bus Division Report be received for information.

CARRIED.

8. Update: New School on Templemead Road

D. Grant outlined the report.

It was moved by W. Marston: That the Update: New School on Templemead Road report dated October 11, 2001 be received for information.

CARRIED.

L. Peddle asked for confirmation that there is a public meeting regarding the new Templemead School.

D. Grant noted this is a meeting convened by the city and the community will receive a communication from the city regarding this meeting. He will advise trustees of the time and location of the public meeting.

To the motion, **CARRIED**.

9. School Closure Issue – Dundas Area

In presenting the report, D. Grant noted one of seven Strategic Directions approved by the Board is Accommodation. School consolidation will be considered in the Dundas area along with all areas of the Board once accommodation action plans are established.

It was moved by B. Wallace: That the Board remove Dundana from the list of schools identified for potential closure at this time.

J. Bishop assumed the Chair.

L. Orban stated she only knew of one school slated for closure. If Dundana is taken off the closure list, the community will believe that no school in Dundas will be closing. She added this rationale does not fit into what the Board has been doing for the last three years. This would be creating an opportunity for other areas to say the Board took one school off the closure list so they can take other schools off the list.

L. Orban then resumed the chair.

L. Peddle noted the community is very much aware this item is on hold. If trustees agree tonight to take Dundana off the closure list the community won't understand that this issue will continually be reviewed. Stating she couldn't support the motion, she reminded trustees that capital projects are considered across the whole district when closing schools, not one particular area.

I. Thompson felt leaving Dundana on the list is unacceptable. The community is still asking whether their school is going to be open or closed.

B. Wallace felt if one school is taken off the potential closure list the community may think their school is protected from closure. He noted every school in the system is identified; the only variable is when.

R. Mulholland questioned whether the original resolution should be rescinded.

D. Grant noted the intent of this motion is to supercede the former direction.

W. Marston noted the resolution in question was a Board motion and didn't understand how a Business motion can supercede a Board motion.

W. Hicks emphasized that if administration and trustees believe the accommodation/strategic direction will deal with this and treat every school fairly then the motion should be referred to that committee.

It was moved by W. Hicks: That the following motion be referred to the Accommodation Strategic Direction Committee.

It was moved by B. Wallace: That the Board remove Dundana from the list of schools identified for potential closure at this time.

M. Matier stated he didn't believe the mandate of the strategic directions committees is to

review individual schools; rather, it is to establish a long-term plan. The committees are only bringing recommendations and looking at a process to review schools in long-term accommodation.

To the referral motion, **CARRIED**, 8 in-favour, 2 opposed.

10. School Closure Issue – Templemead Area

D. Grant outlined the report.

L. Peddle noted our Board will definitely be participating in all parts of this process.

It was moved by R. Woodworth: That the Board approve the action plan to address school closures associated with the opening of the new Templemead School.

J. Bishop noted she is pleased that the Board is going to be dealing with catchment issues and reminded members the Board approved a process that the Catchment Redefinition Committee was to use; however, in discussion there have been some changes suggested. She felt there should be an amendment to the terms of reference or perhaps an update at the November Business Committee meeting from the Catchment Committee.

D. Grant responded he could bring a report as to where the Catchment Redefinition Committee is in terms of the process to a future business committee meeting.

Referring to the original motion made for Templemead, I. Thompson noted the two schools originally stated in the motion aren't mentioned in this report.

D. Grant concurred noting those two schools are not listed as they remain on the school closure list and will be addressed in the February – March timeframe.

L. Peddle felt the Board needed to be aware of the process that will be utilized for identifying schools for potential closure.

D. Grant concurred stating the intent is to have a dialogue well in advance of that process beginning.

To the motion, **CARRIED**.

At this time,

It was moved by J. Bishop: That the amended Terms of Reference of the Catchment Redefinition Committee be brought to the next Business Committee meeting.
CARRIED.

11. Financing: Classroom Technology Renewal Program

D. Grant outlined the report. In response to a query he clarified that the money referred to for payment of the program is in the form of a bank loan.

W. Joudrie clarified the cost of the program is approximately ten millions dollars. After having reviewed lease rates, the bank loan was 1% less than a lease rate. He added the Board will end up saving considerable dollars per year.

D. Grant clarified the money is from the classroom computer budget. There are currently three million dollars in this budget and a portion has already been allocated to service this particular classroom technology plan.

It was moved by R. Barlow: That the Board approve capital loan financing of up to \$10,500,000 to be amortized over a period of up to 5 years for the purpose of the Classroom Technology Renewal Plan. Future payments required on the capital loan financing to be accommodated within the current classroom computer budget.

CARRIED.

12. Classroom Computer Project Co-ordinator

W. Joudrie outlined the report. He noted this is a good news item and the money to support a coordinator on the staff side of the computer project was approved at Executive Council in early September.

It was moved by R. Woodworth: That the position of Classroom Computer Project Coordinator be approved.

CARRIED.

13. Organizations We Support

D. Grant outlined the report adding this is in response to a request for information from the September Business Committee meeting.

In response to a query, D. Grant advised trustees that the membership cost of OPSBA is brought to Board because it is an association for trustees and consequently a decision is requested from the Board each year regarding membership.

D. Grant clarified there are organizations where fees are noted in the budget; however, the organizations listed in the report are ones that membership is in the name of The Hamilton-Wentworth District School Board.

J. Bishop felt if the Board as a whole benefits from these memberships, this is information trustees should be familiar with.

After some discussion, trustees agreed they would like further information on the organizations the Board through staff memberships supports and this information will be placed in trustee lockers.

It was moved by B. Wallace: That the Organizations We Support report be received for information.

CARRIED.

14. Request of Industry Education Council

J. Bishop advised members that the Board is spending \$52,000 on a membership with the Industry Education Council and questioned the benefits this organization offers the Board. She added the Bridges to Business work that received an award actually had a funding shortfall. She expressed concern that the IEC tends to compete with other organizations rather than to link with them.

It was moved by J. Bishop: That administration bring back a report on how \$52,000 could be spent on school to work initiatives.

M. Matier clarified that the IEC currently rents space on the second floor of Central School.

W. Hicks felt if the Board was going to look at the membership money for one organization then it should look at all organizations.

B. Wallace suggested this item be discussed during budget deliberations.

To the motion, LOST.

R. Woodworth didn't think budget was a good time to discuss this information, preferring consideration throughout the year.

L. Peddle noted that since the Board is a supporter of the IEC, an annual report should be provided.

M. Matier confirmed this does happen and all trustees are invited to an annual breakfast meeting of the IEC. He said he would invite the IEC to a future meeting to outline the programs they offer.

15. School Hour Bus Pass

D. Grant called upon D. Sage to present the report.

It was moved by B. Wallace: That the School Hour Bus Pass Report be received for information.

D. Sage clarified the following points in response to questions:

- This new operation will reduce administration costs.
- There are currently 1200 students that receive bus tickets, approximately 10-15% of the student population.
- The bus pass will run on a five-month term or at the turn of the semester.

It was moved by B. Wallace: That the School Hour Bus Pass Report be received for information.

CARRIED.

At this time,

It was moved by R. Woodworth: That the meeting be adjourned at 9:25 p.m.

CARRIED.

kc

MINUTES OF THE SPECIAL MEETING OF THE BUSINESS COMMITTEE

OCTOBER 25, 2001

Those present: Lillian Orban (Chair), Robert Barlow, Judith Bishop, Eleanor Johnstone, Wes Hicks, Wayne Marston, Laura Peddle, Ian Thompson, Bruce Wallace, Reg Woodworth and Ray Mulholland.

In attendance: M. Matier (Director of Education and Secretary), D. Grant (Superintendent of Business and Treasurer), K. Bain (Superintendent of Education – County West), E. Bond (Superintendent of Education – Secondary East), M. Botting (Superintendent of Instructional Services), K. Croxall (Superintendent of Education – County East), A. Cupido (Superintendent of Plant Services), P. Gillie (Superintendent of Education – Mountain East), W. Joudrie (Superintendent of Education – City East), C. Reid (Superintendent of Education – City West) and J. Wibberley (Superintendent of Education – Secondary West).

Also in attendance:

D. Russon, Human Resources Manager

1. Call to Order

The Chair called the meeting to order at 7:12 p.m.

2. Approval of Agenda

Added Item:

4. Special Education Student Transportation – I. Thompson

It was moved by W. Marston: That the agenda be approved, as amended.

CARRIED.

ACTION ITEMS:

3. Catchment Re-Definition Terms of Reference and Update

D. Grant presented the report.

It was moved by W. Hicks: That the Terms of Reference for the Catchment Re-Definition Committee be amended to include the statement, “The committee will endeavor to enhance program viability” as a parameter.

D. Grant clarified for B. Wallace that trustees are welcome to attend any of the information/feedback sessions to have a clear understanding of the issues.

J. Bishop stated program issues also relate to the policy on Special Education Placement, expressing hope that within this policy the quality and stability of programs will be considered.

When L. Peddle expressed concern that the tentative dates outlined in Appendix C were set without consultation with the trustees, D. Grant advised the committee set these dates. All information sessions will be held every Tuesday between now and the coming weeks. If there are major concerns regarding the timing in the evening, D. Grant will make every effort to accommodate various schedules. He further clarified that the Catchment Re-Definition Committee will finalize these dates and extend an invitation to trustees as soon as possible.

Stating trustees should be able to understand all issues and challenges relative to catchment boundaries, L. Peddle stressed the importance of their input in this key area. She then signified her intent to amend the motion to include Appendix C as a formal process.

For point of order, B. Wallace drew attention to the motion on the floor dealing with the terms of reference. He felt the proposed amendment should be dealt with separately.

To the motion, **CARRIED**.

Emphasizing she wanted to clarify the process that would be followed,

It was moved L. Peddle: That Appendix C be a formal process for all trustees.

In supporting the motion, I. Thompson agreed the trustees' schedules should be taken into consideration in planning the information sessions with trustees.

Responding to W. Hicks' request for clarification, D. Grant affirmed that the Catchment Re-Definition Committee would consider input from trustees before finalizing the draft recommendations. The committee will also consider input from public before preparing its report to the Business Committee.

B. Wallace understood the process addressed by the motion was to establish that the following activities must take place in the order listed for each area: opportunity for trustee preview, community consultation and report to the Business Committee. Noting the opportunity for input from trustees and stakeholders in the community, he reminded trustees that the ultimate decision will then rest with the Board during its consideration of the final report. 

R. Mulholland called the question and it was **Carried**.

To the motion, **CARRIED**. 

4. Special Education Student Transportation

It was moved by I. Thompson: That a full report on Special Education Student Transportation be brought to the next meeting of the Business Committee, including the costs of utilizing taxicabs versus mini buses, why the use of taxicabs to transport special education students and the training of drivers.

J. Bishop advised there are a variety of reasons (e.g. the nature of children) in utilizing taxicabs as opposed to mini buses for transporting special needs students.

It was moved in amendment by R. Barlow: That the motion be referred to the next meeting of the Business Committee.

CARRIED, 7 FAVOUR, 4 OPPOSED.

Adjournment

It was moved by W. Marston: That the meeting be adjourned, this being done at 7:54 p.m.
CARRIED.

#5

Approved for distribution
by the Director.

Signature: M. Matier
 Date: Nov 2 /01

DATE: November 8, 2001
 TO: Merv Matier, Director of Education and Secretary
 FROM: A. Cupido, P.Eng., Superintendent of Plant Services
 RE: Hamilton Community Energy District Heating Initiative

Recommended Action:

Moved by _____, seconded by _____

1. That the Hamilton Wentworth District School Board approve a service agreement with the Hamilton Community Energy Corporation to supply heating and/or cooling requirements for the Education Centre and Sir John A. MacDonald School in a form that is acceptable to the Board's solicitor.
2. That the Hamilton Wentworth District School Board authorize the Superintendent of Business and Treasurer to enter onto a license agreement with the Hamilton Community Energy Corporation to permit the Corporation to locate the Hamilton District Heating Plant on Sir John A. MacDonald School property in a form that is acceptable to the Board's solicitor.

Background:

Further to the June 19, 2001 Business Committee meeting (report attached), the Superintendent of Plant Services was authorized to proceed with providing a "Memorandum of Intent" to enter an agreement within the Hamilton Community Energy Company (H.C.E.) to supply the Hamilton Wentworth District School Board with heating and cooling water at the Education Centre and Sir John A. MacDonald High School. This was in response to current high-risk situations at these locations requiring replacement and/or repairs to the existing aging central plants. Interest was also expressed by H.C.E. in locating the district heating plant on H.W.D.S.B. property at Sir John A. MacDonald as an alternative to the city owned site on Bay Street. The H.C.E. Company has further investigated this option and has expressed a definite interest in locating the plant on the Board property. The project has been reviewed with the school principal who supports the initiative. The desired site within the property is the preferred choice of the school principal as well as the Board Plant and Business Department Representatives.

A presentation by the Hamilton Community Energy Committee will be made for the Committee.

Financial Analysis:

The financial comparison of "on site" versus "District Heating" supply of heat to the two locations is outlined in the "Heating System Proposal" document distributed at the June 19th Business Committee Meeting and shows financial benefit to the HWDSB over a 20 year period. Even at today's lower gas supply costs, the proposal remains financially beneficial to the HWDSB for heating supply. The cooling proposal for the Education Centre is extremely attractive from the HWDSB standpoint as it reflects the minimal capital outlay required by H.E.C. to provide cooling since the additional cooling capacity required by the Education Centre already exists within the City's cooling plant. It is also anticipated that the license agreement with the H.E.C. to locate the heating plant on Board property will result in additional revenues.

AFC/bb

TO: Merv Matier, Director of Education and Secretary

5-1

FROM: A. Cupido, P.Eng., Superintendent of Plant Services

RE: District Heating Initiative

DATE: June 19, 2001

COPY

Recommended Action:

Moved by _____ seconded by _____ that

The Board authorize the Superintendent of Plant Services to proceed with providing a "Memorandum of Intent" to enter an agreement with the Hamilton Community Energy Company to supply the Hamilton-Wentworth District School Board heating and cooling at the Education Centre and Sir J.A. MacDonald High School.

Background:

The heating and cooling central plants at both the Education Centre and Sir J.A. MacDonald High School are both beyond their expected useful lives. They have become unreliable in recent years.

Current risk factors are:

1. The secondary boiler at the Education Centre is beyond repair and requires immediate replacement before the 2001/2002 heating season.
2. The primary winter boiler has internal leaks requiring immediate repairs. With only one primary winter boiler this building is at high risk should a catastrophic failure occur.
3. The cooling tower at the Education Centre is in need of replacement within 2 years. Estimated cost \$75,000.
4. Air conditioning system at Sir J.A. MacDonald school is 30 years old, not reliable, has no back up and operation is extremely inefficient.

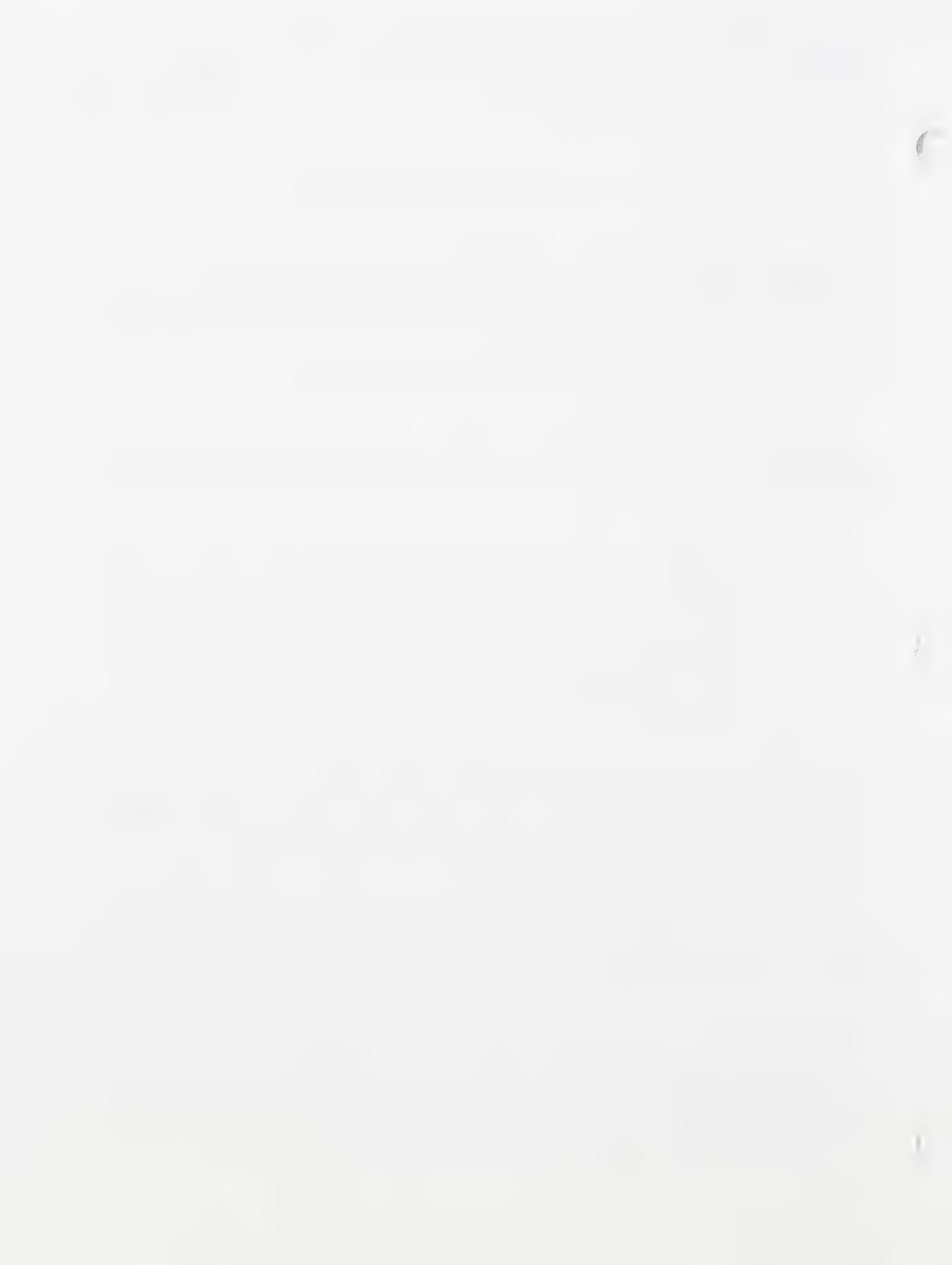
The Hamilton Community Energy (HCE) Company is developing a downtown district heating system to serve the downtown core with a combined heating/power plant with a future vision to heating with residual industrial sector heat. The district heating concept has many environmental, community and financial benefits, details that can be found in the preliminary "Hamilton-Wentworth District School Board Heating System Proposal" booklet.

The financial viability of such a project relies heavily on the ability to get a high percentage of customers within a small geographic boundary. The Hamilton-Wentworth District School Board participation is a key factor in the overall economics of the District Heating project. Of great appeal to the Hamilton-Wentworth District School Board is the timing of the opportunity being prior to any major replacement of the primary heating and cooling systems at these two locations.

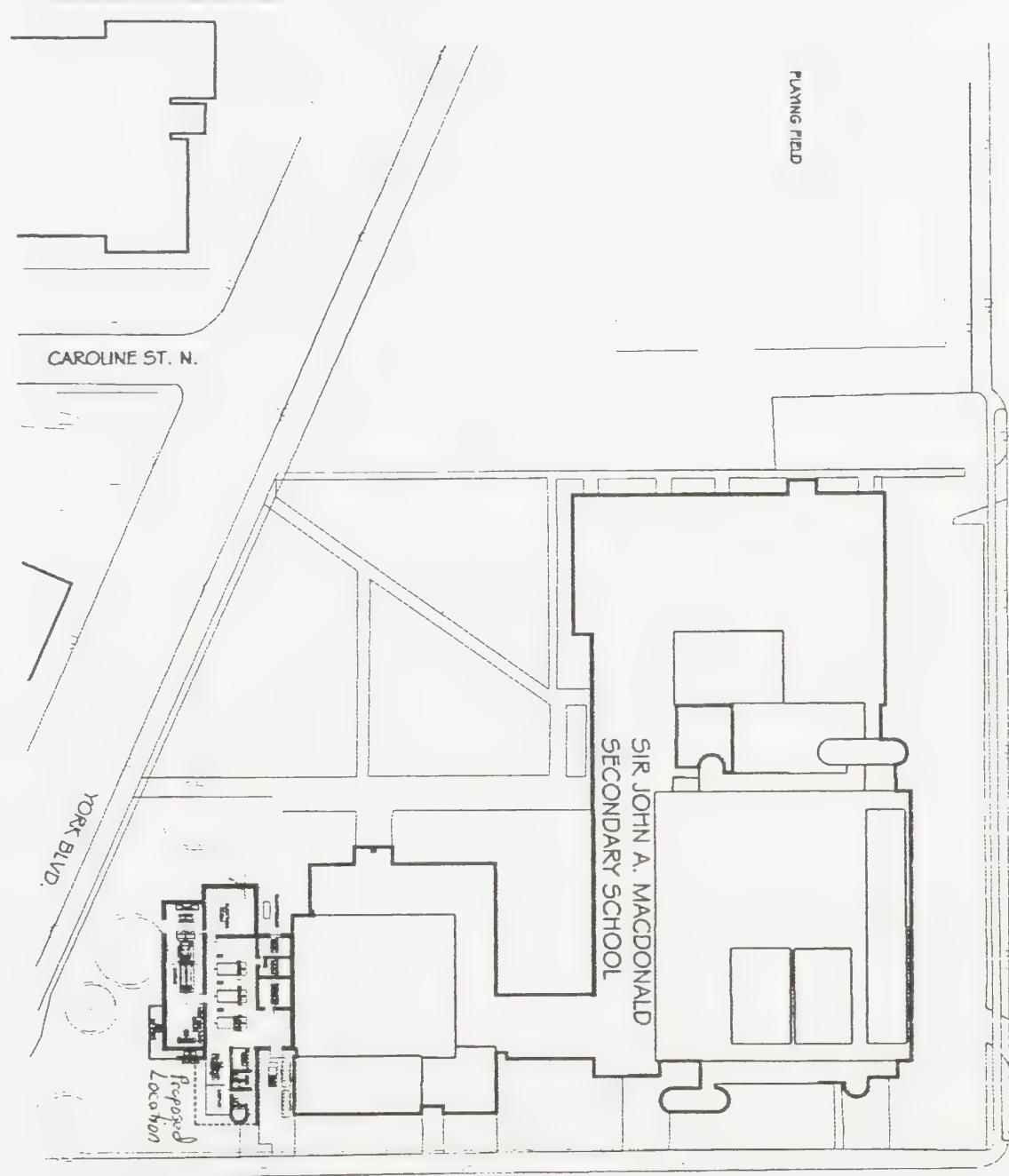
Financial Analysis:

A detailed financial proposal is currently under review which includes significant capital cost avoidance and operational savings at both locations. Tentative location is in the area of Sir J.A. MacDonald High School, on currently owned City property. One option, which would result in considerable savings to the Board, is the potential to locate the District heating station on the Sir J.A. MacDonald property. This option is appealing to Hamilton Community Energy.

KM/bb



5-2



BAY ST. N.

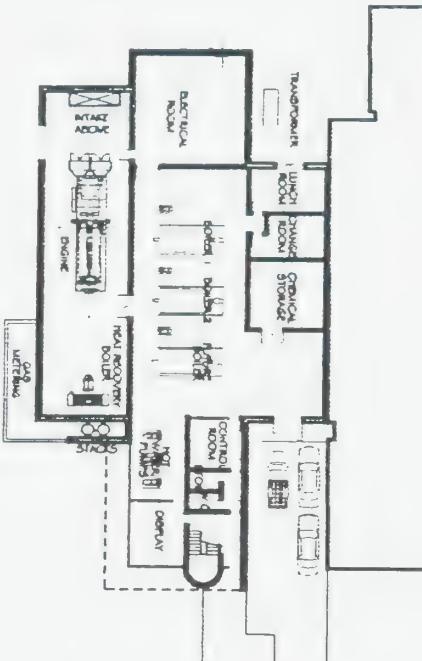
PROPOSED ENERGY CENTRE HAMILTON COMMUNITY ENERGY

R.F. UNTACK
ARCHITECT
INCORPORATED

224 James Street, London
B.C. V6A 2M2
(604) 568-4221 (ext.)
(604) 568-2226

5-3

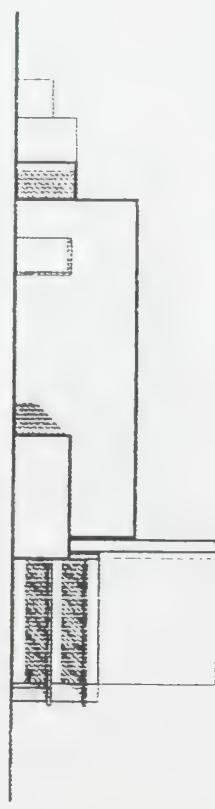
SECOND FLOOR PLAN



EAST ELEVATION



SOUTH ELEVATION



WEST ELEVATION

GROUND FLOOR PLAN

**PROPOSED
ENERGY CENTRE
HAMILTON COMMUNITY ENERGY**

R.F. LINTACK
ARCHITECT
INCORPORATED

244 James Street South
Hamilton, Ontario
L8R 2L2
Tel: (905) 521-1311
Fax: (905) 521-2206

DRAFT: October 4, 2001

MEMORANDUM OF UNDERSTANDING – CHILLED WATER SERVICES

THIS MEMORANDUM OF UNDERSTANDING is made as of , 2001

BE T W E E N:

HAMILTON WENTWORTH DISTRICT SCHOOL BOARD
(the "Board")

- and -

HAMILTON HYDRO SERVICES INC., carrying on business
as Hamilton Community Energy
("HCE")

WHEREAS the Board intends to purchase its future requirements of chilled water from HCE for the Board's head office building described herein (the "Building").

AND WHEREAS HCE intends to supply the Head Office with chilled water service requirements from the City of Hamilton's Central Utilities Plant (the "City CUP") up to the full contracted capacity as provided herein.

AND WHEREAS the benefit to the Board is that HCE project will enable it to eliminate the use of its aging chiller equipment in the Building.

AND WHEREAS the Board and HCE's common goal is to provide a service that conserves energy and natural resources and protects the environment at an overall cost that is competitive with the traditional approach.

NOW THEREFORE the parties have agreed to enter into this Memorandum of Understanding ("MOU") in order to document the agreement of the parties as to the terms and conditions upon which they will proceed to negotiate and prepare definitive agreements.

1. **PURPOSE OF MOU AND GENERAL DESCRIPTION OF OBLIGATIONS**

1.1 The purpose of this MOU is to:

- (i) Define the expectations and requirements of both parties;
- (ii) Guide the development of a detailed Service Agreement; and

- (iii) Bind each party until it is superseded by the execution of a definitive Service Agreement (as defined below).

1.2 HCE will make chilled water service available to the Board for the 2002 cooling season.

1.3 HCE will provide the Board with chilled water service by connecting the Building to the City CUP. This connection will be installed by HCE at the same time the equipment for delivery of hot water services by HCE to the Board is installed (as provided in a separate MOU between the parties).

1.4 HCE will design, install, own and maintain all of the infrastructure associated with the new cooling supply. The Board will not be required to invest any capital. The monthly Energy Charges and Capacity Charges as outlined in Table 2 will begin with the first delivery of chilled water service for the 2002 cooling season.

1.5 HCE will not have any obligations to the Board under this MOU until HCE and the City of Hamilton execute MOU's for the supply of hot water service and cooling water service for resale to the Board.

2. **SERVICE AGREEMENT**

2.1 **Definitive Agreement**

2.1.1 The parties agree that the terms and conditions provided in this MOU are to be included in a definitive Service Agreement between the parties. Such terms and conditions will only come into effect on the commencement date of a Service Agreement. Any additional terms and conditions agreed upon subsequent to the execution of this MOU but prior to the execution of the Service Agreement shall be documented in writing and form an addendum to the MOU. Both parties agree that a Service Agreement is to be executed before March 31, 2001. Either party has the option of extending the date of completion of a Service Agreement by up to six months without penalty. Should either party decide not to proceed with execution of a Service Agreement, that party will compensate the other party for reasonable expenses incurred on the project up until that date.

2.2 **Term**

2.2.1 The term of the Service Agreement shall be for a period of 20 years commencing on May 1, 2002.

2.2.2 The Service Agreement will provide for an automatic 10 year extension at the end of initial the 20 year term subject to the option of either party to terminate the contract at that time without penalty. One year written notice is to be provided by either party of their intent to terminate the contract at the end of the initial 20 year term.

2.3 Contract Capacity

2.3.1 The Contract Capacity to be provided is defined in Table 1.

Table 1 – Contract Capacity

Building	Location	Chilled Water Contract Capacity
Head Office Building	100 Main Street West	200 tons

2.3.2 The Contract Capacity is firm throughout the contract period and not subject to recall by HCE.

2.4 Termination

2.4.1 The Board shall have the right to terminate the Service Agreement within 30 days in the event that there is a material failure HCE to meet the service levels and to correct the situation within a "cure period" as defined in Service Agreement.

2.4.2 HCE shall have the right to terminate service within 30 days if the Board fails to make its payments and to correct the situation within the notice period as defined in the Service Agreement. The Board shall pay appropriate liquidated damages to be defined in the Service Agreement.

2.5 Financial Terms

2.5.1 The Board will pay a fixed annual capacity charge to be billed on a monthly basis as described in Table 2. The Capacity Charge will be escalated or reduced (as the case may be) by the annual increase or decrease of the Ontario Consumer Price Index (OCPI). The annual capacity charge will be adjusted annually on February 1 to reflect the changes in the OCPI in the previous year. The OCPI Index for December 2001 is to be used as the base index.

2.5.2 Energy Charges will be paid by the Board to HCE and will be based on a variable (utility input) fee as described in Table 2. The Energy Charge will be escalated or reduced based, respectively on the increase or decrease in the price for electricity purchased by the City for the City CUP. The Energy Charge will vary by the same percentage change as the electricity purchase price. The price quoted in Table 2 is based on the City's cost of electricity for 2000 (\$57.00 per MWh for blended on and off peak power in the summer months (defined as April through September).

2.5.3 The Board will have the right to confirm the City's electricity costs for the City CUP on an annual basis.

2.5.4 Variable Energy Charges will be billed monthly based on the electricity purchase price as defined in 2.5.3 for the previous year. A variance billing or credit will be added to the July and October monthly energy billings to reflect the actual cost of the energy purchased.

Table 2 – Charges

Cooling	Annual Capacity Charges	Energy Charge (per ton-hour)
Head Office	\$23400	\$0.095

2.6 Maintenance and Operation

2.6.1 HCE will provide and maintain the facilities and infrastructure necessary to deliver the chilled water to the Building at the demarcation point. The demarcation point is defined as the load side of the shutoff valves (see reference drawing DWG-COOL-ETS-001 dated October 2, 2001 attached). The Board will provide HCE with all necessary access to install and maintain piping and associated equipment on the Board property. The Board will provide HCE space and access to the equipment at no charge. The location of all HCE distribution infrastructure will be mutually agreed between the Board and HCE.

2.6.2 The Board will be responsible for all maintenance of their own cooling equipment.

2.6.3 HCE will be responsible for the complete installation in accordance with the Installation, Operation and Maintenance Specification to be completed prior to completion of a Service Agreement and the customer's specific requirements.

2.7 Additional Demand

2.7.1 Any future thermal energy requirements at the Building up to 20% beyond the capacity identified in Table 1, shall be satisfied by HCE if requested by the Board, on a first come first served basis. HCE has no obligation to reserve capacity for the future use of the Board. In such circumstance, HCE will be obliged to provide such additional requirement for chilled water under the same terms negotiated in a Service Agreement up to the maximum available (i.e., unaccounted for, unsold) capacity from the City CUP plant and infrastructure.

2.8 Metering

2.8.1 HCE shall install electromagnetic flow metering at the various energy transfer stations. The meters shall have an accuracy variance of no greater than one percent (1%). HCE shall provide output from the meters to the Building automation system.

2.8.2 HCE will read all HCE meters on a monthly basis and will render the Board a monthly bill for all services. The Board will have 25 days to pay the total amount of the bill. The Service Agreement will address late payment charges.

2.9 Minimum Consumption

2.9.1 The Board reserves the right to make any physical alterations, changes, or load alterations to their own facility during the contract period. The Board shall have no obligation for minimum chilled water usage. The Board's energy requirements are allowed to increase or decrease without penalty to allow for seasonal fluctuations. The Board will continue to be liable for the full Capacity Charge regardless of actual usage; Energy Charges will continue to vary with usage.

2.10 Return Temperature

2.10.1 The Board will exercise its best effort to meet the required supply and return temperature ranges for chilled water as described in reference drawing DWG-1 dated July 29, 2001 attached. Should the Board not meet the operating temperature requirements HCE will not be held liable for failure to the maximum contracted amount of cooling service.

2.11 Service Interruptions

2.11.1 HCE and the Board shall accommodate requests to interrupt service for the purpose of maintenance or other reasons at no additional charge to either party. Maintenance interruptions by either party will not reduce the Board's obligation to pay the contracted Capacity Charge.

2.11.2 Service interruption will be addressed by HCE in a timely manner at all times under all conditions. The nature and speed of the corrective measures will vary depending on the nature of the service interruption and impact to the Board operations. The cost of implementing measures to correct the failure temporarily or permanently will be the responsibility of HCE unless such failure results directly or indirectly from negligence on the part of the Board. If the Board wishes to expedite the correction beyond the timelines agreed to in the Service Agreement, the additional expediting cost will be the responsibility of the Board.

2.12 Level of Service

2.12.1 Chilled water service capacity is to be provided on a firm basis throughout the 20-year contract term and is not recallable by HCE as defined in the Service Agreement.

2.13 Ownership and Transfer of Ownership

2.13.1 HCE (or its agents) shall own, maintain, and operate all plant and equipment on the primary side of the demarcation point, as defined on Drawing COOL-ETS-001

2.13.2 If the Board sells or leases portions or all of the Board Locations for any reasons whatsoever, then the Board shall notify HCE as soon as it is feasible of the intent of the new owner/tenant. In the event that the new owner/tenant agrees to continue the Service Agreement with HCE, then assignment of the Service Agreement to the new owner/tenant will be subject to the agreement of HCE. In the event that the new owner/tenant does not wish to continue the Service Agreement with HCE, then the Board will to HCE pay termination charges to be negotiated and included in the Service Agreement.

2.13.3 HCE shall give the Board 60 days notice in the event of a change in ownership of the hot water system. The new owner shall assume and be bound by the terms and conditions of this MOU and the Service Agreement.

2.14 Insurance

2.14.1 HCE will provide workers compensation coverage and insurance covering liability arising form the installation or operation of HCE's equipment.

2.15 Force Majeure

2.15.1 The obligations of HCE to provide heating services under the Services Agreement will be subject to a reasonable force majeure provision to be specified in the Services Agreement.

2.16 Indemnity

2.16.1 The Services Agreement will provide that each party will indemnify the other party for any damages, costs or liability incurred as a result of performing its obligations under the Services Agreement.

2.17 Resale of Chilled Water Service

2.17.1 The Board is prohibited from reselling hot water services purchased from HCE without the expressed written authorization of HCE.

3. OTHER CONSIDERATIONS

3.1 This MOU and the Services Agreement are conditional upon the parties reaching agreement on the supply of heat energy for the Building and Sir John A. MacDonald School from HCE's proposed district heating system which is to be the subject of a separate MOU between the parties.

3.2 Piping Easement

3.2.1 The Board will provide an easement along the east property line of its Head Office site to allow for the installation of the piping infrastructure necessary for HCE to supply the Board and other downstream customers with hot water services. The cost of preparing and registering the easement will be borne by HCE.

3.2.2 The routing of the chilled water piping will follow the same routing and fall within the same easement as required for the hot water piping. The chilled water piping will be installed at the same time and will not involve any additional disruption to the Board's facilities

3.3 Confidential Information

All of the information given by the board to HCE and by HCE to the Board in connection with the MOU is confidential. Such information shall be used only by HCE and the Board and their authorized representatives and only to prepare and evaluate the conditions of this MOU on behalf of the Board and HCE, respectively. HCE and the Board shall not cause its respective employees, representatives and agents to disclose any of the information contained herein to any other person, except to the extent required by law.

Agreed to this _____ day of _____, 2001 at Hamilton, Ontario

Hamilton Hydro Services Inc.

Per: _____
Name: _____
Title: _____

Hamilton Wentworth District School Board

Per: _____
Name: _____
Title: _____



A C T I O N I T E M S

*BUSINESS COMMITTEE
2001 11 08*

#6

The Hamilton-Wentworth District School Board

Memorandum

TO: Merv Matier, Director of Education and Secretary

FROM: Don Grant, Superintendent of Business and Treasurer
Irene Polidori, Manager of Finance
Lucy Veerman, Manager of Budget

DATE: November 8, 2001

RE: 2001/2002 Financial Report - September 30, 2001

Approved for distribution
by the Director

Signature: Merv Matier

Date: Nov 2001

Recommendations:

Moved by: _____

That the 2001/2002 Financial Report - September 30, 2001 be received for information.

Rationale:

The attached report identifies expenditures, commitments and revenues as at September 30, 2001.



The Hamilton-Wentworth District School Board

2001/2002 Financial Reporting - September 30, 2001

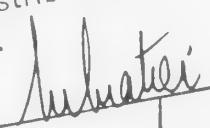
	Budget Approved June 2001	Actuals as at Sept 30, 2001	% of Approved Budget	Notes
Expenditures				
CLASSROOM				
Classroom Teachers/Library/Guidance	\$ 193,009,830	29,963,593	15.5%	
Occasional Teachers	4,763,035	409,459	8.6%	
Educational Assistants	12,355,175	1,070,582	8.7%	
Classroom Computers	3,258,526	296,460	9.1%	
Textbooks and Supplies	12,522,202	1,729,077	13.8%	
Professionals and Para-Professionals	6,536,844	536,054	8.2%	
Staff Development	786,261	11,368	1.4%	
	<u>233,231,873</u>	<u>34,016,593</u>	<u>14.6%</u>	
NON-CLASSROOM				
Co-ordinators and Consultants	2,588,575	365,083	14.1%	
Teacher's Preparation Time	21,393,609	3,287,575	15.4%	
Principals & Vice-Principals	16,994,806	2,524,077	14.9%	
Department Heads	608,536	96,843	15.9%	
School Office	8,798,449	732,662	8.3%	
Continuing Education	2,654,260	113,243	4.3%	
	<u>53,038,235</u>	<u>7,119,483</u>	<u>13.4%</u>	
BOARD ADMINISTRATION & GOVERNANCE				
Trustees	125,850	4,890	3.9%	
Directors & Supervisory Officers	1,472,015	112,854	7.7%	
Board Administration	9,827,294	927,818	9.4%	
	<u>11,425,159</u>	<u>1,045,562</u>	<u>9.2%</u>	
TRANSPORTATION				
Pupil Transportation	10,619,306	897,517	8.5%	
PUPIL ACCOMMODATION				
Operations & Maintenance	37,883,165	2,233,871	5.9%	
School Renewal	6,823,796	115,220	1.7%	
New Pupil Places	510,000	0	0.0%	
Other Capital and Approved Debt	11,148,240	0	0.0%	
	<u>56,365,201</u>	<u>2,349,091</u>	<u>4.2%</u>	
Total Expenditures	\$ <u>364,679,774</u>	<u>45,428,246</u>	<u>12.5%</u>	
Revenues				
Student Focused Funding - Legislative Grants	\$ 366,004,774	46,609,980	12.7%	
Miscellaneous Revenue	1,675,000	391,916	23.4%	
Prior Year's Deficit	(3,000,000)	0	0.0%	
Total Revenues	\$ <u>364,679,774</u>	<u>47,001,896</u>	<u>12.9%</u>	

#7

The Hamilton-Wentworth District School Board

TO: Merv Matier, Director of Education and Secretary
FROM: Don Grant, Superintendent of Business and Treasurer
Lucy Veerman, Manager of Budget
DATE: November 8, 2001
RE: 2001/2002 Resource Allocation Summary

Approved for distribution
by the Director.

Signature: 

Date: Nov 2001

Recommendation:

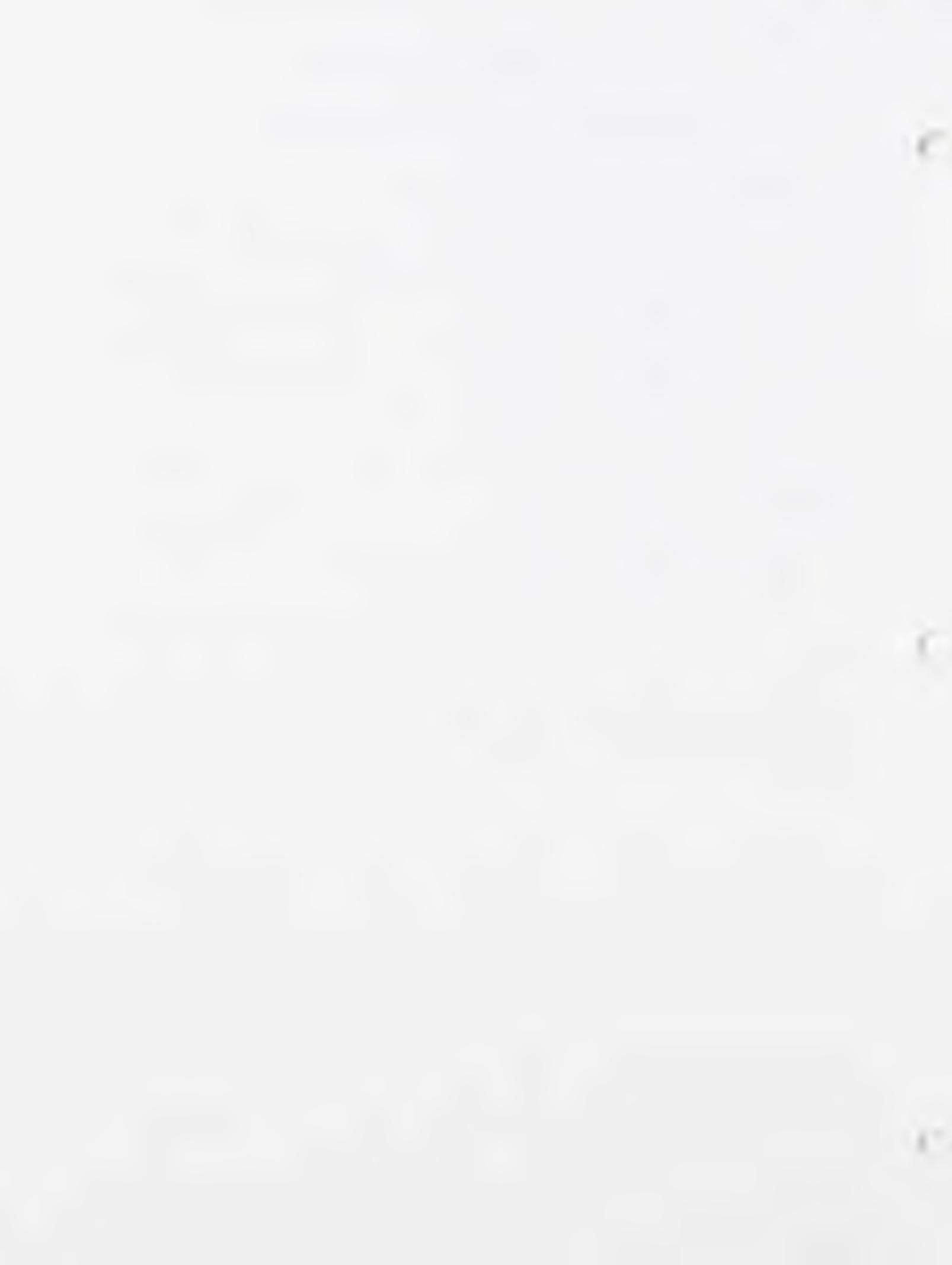
Moved by: _____

That the 2001/2002 Resource Allocation Summary be received for information.

Rationale:

The Resource Allocation Summary captures the current allocation of resources to services and programs of The Hamilton-Wentworth District School Board, based on the 2001/2002 Budget approved on June 19, 2001. The purpose of the document is to identify revenues and spending as categorized by the Ministry of Education and communicate key areas where the Board has varied from the Ministry allocation framework in order to meet local needs.





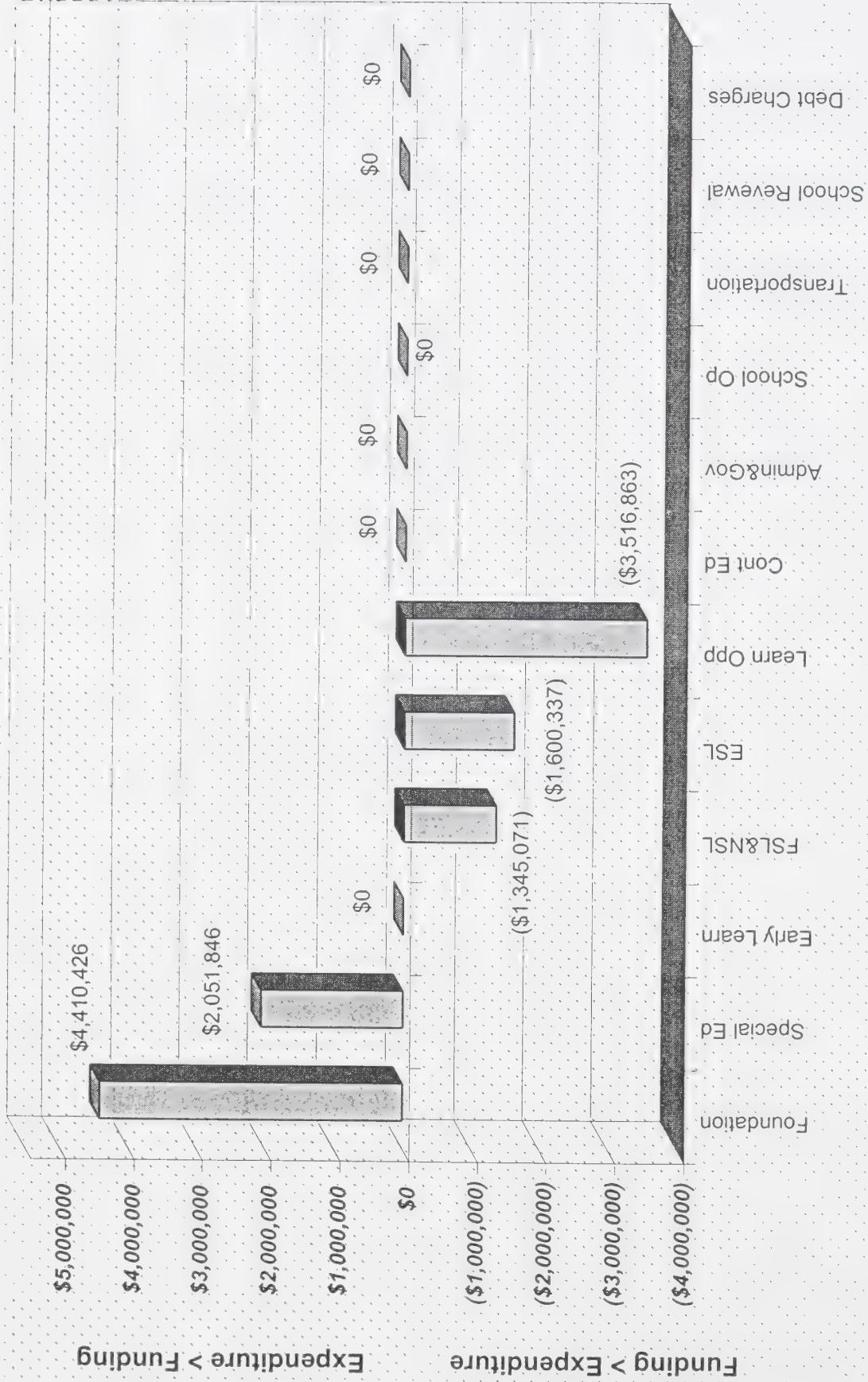
The Hamilton-Wentworth District School Board

2001/2002 Resource Allocation

Resources By Board Program

	Staffing FTE	Expenditures \$	Net Funding \$	2001/02	2000/01	2000/2001
				Budget	Oct 31	Budget
				Variance	Variance	Variance
				Exp > Rev (Exp < Rev)	Exp > Rev (Exp < Rev)	Exp > Rev (Exp < Rev)
EDUCATIONAL PROGRAMS (Classroom and Non-classroom)						
Foundation	3,262.64	233,177,066	228,766,640	4,410,426	1,203,952	214,658
Special Education	782.62	38,324,781	36,272,935	2,051,846	3,958,056	4,938,730
Early Learning	0.00	0	0	0	(116,355)	-
French and Native as a Second Language	42.80	4,065,012	5,410,083	(1,345,071)	(2,019,220)	(1,729,903)
English as a Second Language	41.30	2,914,191	4,514,528	(1,600,337)	(166,914)	(132,624)
Learning Opportunities	83.13	5,134,798	8,651,661	(3,516,863)	(2,121,103)	(2,501,600)
Continuing Education	4.87	2,654,260	2,654,260	0	-	-
	4,217.37	286,270,107	286,270,107	0	738,416	789,261
SUPPORT PROGRAMS (Non-classroom)						
Administration & Governance	152.00	11,425,159	11,425,159	0	-	-
School Operations	459.75	37,883,165.00	37,883,165	0	(678,861)	(789,261)
Transportation	3.25	10,619,306	10,619,306	0	(156,582)	-
	615.00	59,927,630	59,927,630	0	(835,443)	(789,261)
NON-OPERATING						
School Renewal	0.00	6,823,796	6,823,796	0	97,027	-
New Pupil Places	0.00	510,000	510,000	0	-	-
Debt Charges	0.00	11,148,241	11,148,241	0	-	-
	0.00	18,482,037	18,482,037	0	97,027	-
Total	4,832.37	364,679,774	364,679,774	0	-	-

The Hamilton-Wentworth District School Board
**2001 / 2002 Resource Allocation
 Expenditure/Funding Variance**



The Hamilton-Wentworth District School Board

2001/2002 Resource Allocation

Expenditure Category	Foundation Grant			Special Ed Grant			Early Learning Grant			FSL&NSL Grant			ESL Grant			Learn. Opp. Grant			Continuing Education			Total Resource Alloc.		
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE
CLASSROOM:																								
Classroom Teachers	2,406.32	159,028,023	308.76	20,443,176	0.00	0.00	39.80	2,615,981	39.50	2,603,139	30.41	2,007,681	0.00	0	0	2,824.79	186,698,000							
Supply Teachers	0.00	4,076,991	0.00	491,727	0.00	0.00	0.00	68,170	0.00	62,793	0.00	63,354	0.00	0	0	4,763,035								
Educational Assistants	0.00	-	401.00	11,496,396	0.00	0.00	0.00	0	0.00	0	30.00	858,779	0.00	0	0	0	431.00	12,355,175						
Classroom Computers	0.00	2,638,604	0.00	213,702	0.00	0.00	406,220	0.00	0	0.00	0	0.00	0	0	0	0	3,258,526							
Textbooks & Class Supplies	0.00	10,905,276	0.00	656,040	0.00	0.00	599,594	0.00	83,400	0.00	515,833	0.00	0	0	0	0	12,760,143							
Professionals & Para-Profess.	71.30	3,465,811	46.00	2,915,788	0.00	0.00	0	0	0.00	0	0	1.00	50,245	0.00	0	0	118.30	6,431,844						
Library & Guidance	90.01	5,981,696	0.00	0	0.00	0.00	0	0	0.00	0	0	3.00	197,185	0.00	0	0	93.01	6,178,881						
Staff Development	0.00	632,343	0.00	0	0.00	0.00	0	153,918	0.00	0	0.00	0	0	0	0	0	0	0	0	0	0	0	786,261	
	2,567.63	186,728,745	755.76	36,216,829	0.0	0	39.80	3,843,883	39.50	2,749,332	64.4	3,693,077	0.00	0	0	3,467.10	233,231,865							
NON-CLASSROOM:																								
Preparation Time	304.94	20,169,442	14.86	995,328	0.00	0.00	0	0	0.00	0	0	3.47	228,846	0.00	0	0	323.27	21,393,616						
School Administration	374.07	24,853,955	2.00	126,750	0.00	0.00	2.00	132,512	0.80	75,700	15.25	1,212,875	0.00	0	0	0	394.13	26,401,791						
Teacher Consultants	16.00	1,424,924	10.00	985,875	0.00	0.00	1.00	88,618	1.00	89,159	0.00	0	0.00	0	0	0	28.00	2,588,575						
Continuing Education	0.00	-	0.00	0	0.00	0.00	0	0	0.00	0	0.00	0	0	0	0	4.87	2,654,260	4.87	2,654,260					
	695.01	46,448,321	26.86	2,107,952	0.00	0	3.00	221,129	1.80	164,859	18.72	1,441,721	4.87	2,654,260	750.27	53,038,242								
Total Expenditures	3,262.64	233,177,066	782.82	38,324,781	0.00	0	42.80	4,065,012	41.30	2,914,191	83.13	5,134,798	4.87	2,654,260	4,217.37	286,270,107								
Net Funding	228,766,640	0	36,272,935	0	0	0	0	5,410,083	0	4,514,528	0	8,651,661	0	2,654,260	0	286,270,107								
Variance:	4,410,426	2,051,846	0	(1,345,071)	(1,600,337)	(3,516,863)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	



The Hamilton-Wentworth District School Board

2001/2002 Resource Allocation Summary - Assumptions

The expenditures and revenues included in the Resource Allocation Summary are based on information included as part of the 2001/2002 Budget approved June 19, 2001.

Classroom Teachers, Library & Guidance and Preparation Time

Information is based on budgeted full time equivalent staff for 2001/2002.

Elementary

The Foundation Grant reflects the number of core french teachers required to provide a portion of classroom teacher preparation time. French immersion teachers are supported by the Foundation Grant.

As part of the funding model, the Ministry allocates a portion of the Special Education special class teachers to the Foundation Grant. This allocation is calculated based on total special class enrolment at a 24.5:1 ratio. The incremental costs relating to these special classes are included in the Special Education Grant.

The number of teachers included in the Learning Opportunities Grant is based on the budgeted staffing allocations.

Preparation time has been calculated based on 150 minutes per week.

Secondary

As part of the funding model, the Ministry allocates a portion of the Special Education special class teachers to the Foundation Grant. This allocation is calculated based on total special class enrolment at a 21:1 ratio. The incremental costs relating to these special classes are included in the Special Education Grant.

French Immersion teachers are supported by the Foundation Grant.

Preparation time has been calculated based on 200 minutes per week.

Occasional Teachers

Occasional teachers are allocated to the grants based on the same percentage as classroom teachers.



The Hamilton-Wentworth District School Board

2001/2002 Resource Allocation Summary - Assumptions

Educational Assistants

The Resource Allocation has been prepared based on 431.0 budgeted full time equivalent positions.

The Learning Opportunities Program includes 30.0 educational assistants (8.0 Writing To Read). The remaining positions are included in the Special Education Program.

Professionals and Para-Professionals

The positions of social workers, psychologists, speech and language pathologists have been allocated 80% to Special Education and 20% to the Foundation Grant.

Other positions readily identifiable by grant category, have been allocated accordingly. The remaining positions have been allocated to the Foundation Grant.

Classroom Computers

The budget has been allocated to the various grants based on the Ministry Revenue Allocation Framework.

Staff Development

The budget has been allocated to the various grants based on the Ministry Revenue Allocation Framework.

Textbooks and Classroom Supplies

The school budgets are based on the actual allocation to grants as identified in the budget book. Other budgets readily identifiable by grant category, have been allocated accordingly. The remaining budgets have been allocated based on the Ministry Revenue Allocation Framework.

Consultants

Consultants have been allocated to the various grants based on their portfolio.



The Hamilton-Wentworth District School Board

2001/2002 Resource Allocation Summary - Assumptions

• 2001/2002 Budget •

Principals and Vice-Principals

These positions have been allocated to the grants based on the Ministry Revenue Allocation Framework.

School Secretaries

These positions have been allocated to the grants based on the Ministry Revenue Allocation Framework.

Continuing Education

Continuing Education reflects the 2001/2002 Budget.

Board Administration and Governance

Board Administration and Governance reflects the 2001/2002 Budget.

Transportation

Expenditures reflect the 2001/2002 Budget.

Pupil Accommodation

Pupil Accommodation reflects the 2001/2002 Budget.

2000/2001 Projected Deficit

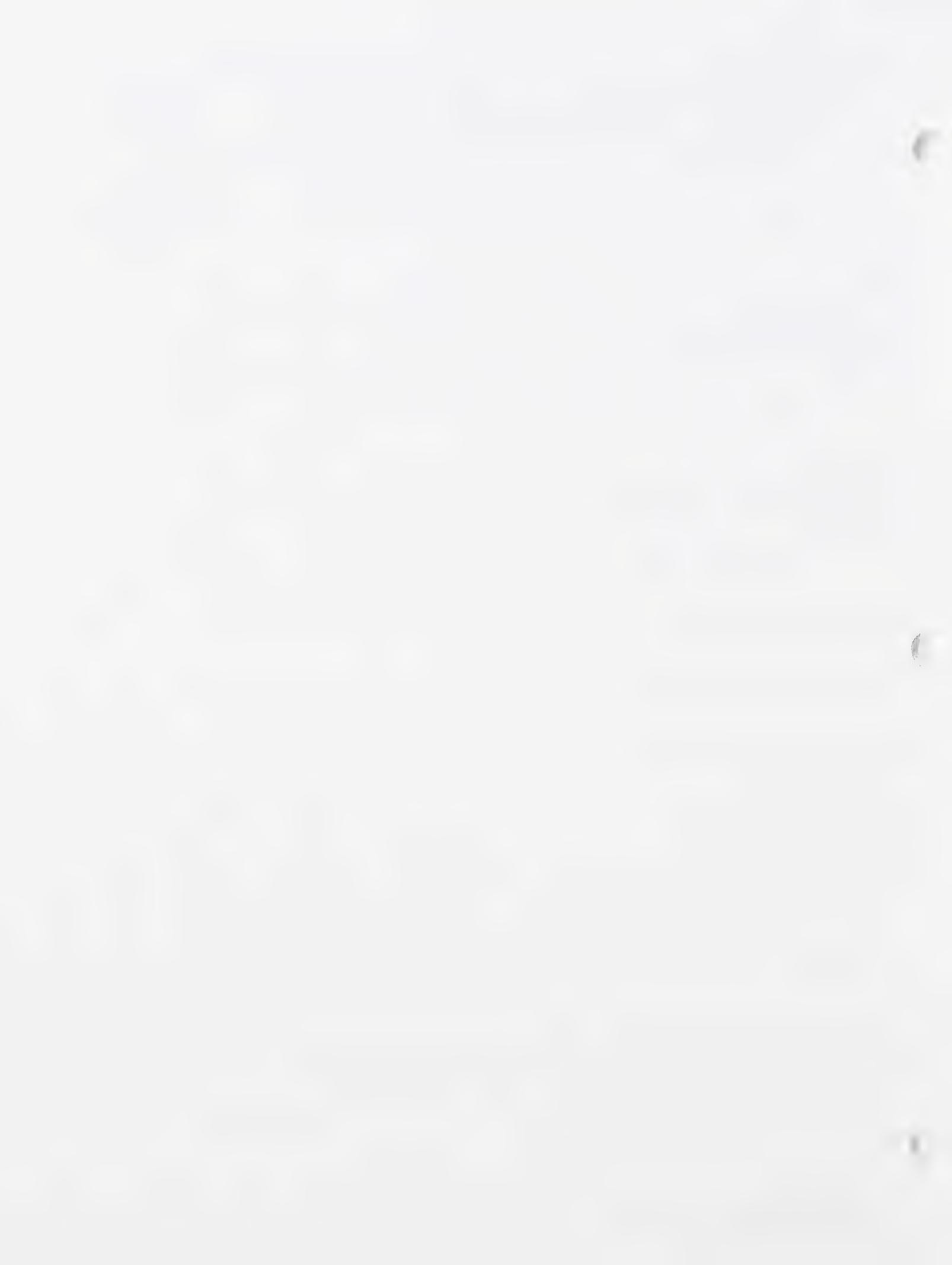
The 2000/2001 projected deficit has been allocated across all expenditure categories per Ministry direction.

**The Hamilton-Wentworth District School Board
Teacher Staffing
2001/2002 Resource Allocation Model - Based on Budget Approved June 19, 2001**

	Elementary F.T.E.	Secondary F.T.E.	Total F.T.E.
Foundation Grant:			
Classroom	1,506.55	980.17	2,486.72
French as Second Language Teachers*	95.30	-	95.30
Library/ Guidance Teachers**	45.00	71.51	116.51
Special Class - Special Education Teachers	50.72	8.83	59.55
Vocational Teachers	-	41.80	41.80
ACES Teachers	1.39	-	1.39
Total Allocation - Foundation Grant	1,698.96	1,102.31	2,801.27
Learning Opportunities Grant:			
Staffing Allocation	21.07	2.00	23.07
ACES Teacher Allocation From Foundation Grant	2.11	-	2.11
Library Allocation	3.00	-	3.00
Vocational Teachers Allocated From Foundation Grant	-	8.70	8.70
Total Allocation - Learning Opportunities Grant	26.18	10.70	36.88
English As a Second Language Grant	32.00	7.50	39.50
French As a Second Language Grant:			
FSL teachers net of allocation to Foundation Grant*	39.80	-	39.80
Special Education Grant:			
Care and Treatment Facilities - Section 19	9.00	35.00	44.00
Learning Resource Teachers	153.00	46.00	199.00
Itinerant Special Education Teachers	7.00	-	7.00
Amity	-	1.00	1.00
Champs	1.00	-	1.00
Special Class Teachers not covered by Foundation Grant	57.06	14.56	71.62
	218.06	61.56	279.62
Total Allocation - Special Education Grant	227.06	96.56	323.62
Total 2001/2002 Staffing	<u>2,024.00</u>	<u>1,217.07</u>	<u>3,241.07</u>

* FSL teachers used to provide preparation time coverage to classroom teachers

**23.85 librarians are used to provide preparation time coverage to classroom teachers



The Hamilton-Wentworth District School Board

Memo

TO: Merv Matier, Director of Education and Secretary of the Board
FROM: Don Grant, Superintendent of Business and Treasurer
D. Sage, Manager of Accommodation and Planning
DATE: November 8, 2001
RE: **2002–2007 LIABILITY INSURANCE RENEWAL**

veu for distribution
by the Director.

Signature: M. Matier

Date: Nov 2/01

Recommendation:

Moved by: _____

That the Superintendent of Business and Treasurer be authorized to secure liability insurance for The Hamilton-Wentworth District School Board through the renewal of the subscription agreement offered by the Ontario School Board Insurance Exchange (OSBIE) effective January 1, 2002.

RATIONALE:

Section 170 (i) 9 of the Education Act requires that every Board shall “make provision for insuring adequately the buildings and equipment of the Board and for insuring the Board and its employees and volunteers who are assigned duties by the Principal against claims in respect of accident incurred by pupils while under the jurisdiction or supervision of the Board”.

In the early 1980's large liability claims and subsequent settlements along with enormous claims from natural disasters had significant impact on the international insurance markets. Insurance premiums were being escalated beyond what the market could bear, thus necessitating the need for competition within the insurance industry. At that time, school boards seized the opportunity and through a joint venture called OSBIE (Ontario School Board Insurance Exchange) a self-insured reciprocal insurance program was founded. By 1987 approximately 130 school boards out of 168 opted for the OSBIE program. Today approximately 90% of district school boards subscribe to OSBIE.

In 1997, the Government of Ontario passed the Education Quality Improvement Act. This Act effectively dissolved school boards as they existed and replaced them with district school boards. At the time of amalgamation, it was the decision of the new Hamilton-Wentworth District School Board to consolidate the liability insurance program with OSBIE. This was most effective, as both former boards were OSBIE subscribers at that time. As well, the continuation of securing property insurance through the independent markets was approved. To date, Dalton Timmis Group through Cowan Insurance provides for the Board's property coverage. This split between the liability and property portfolios has assisted in maintaining a balanced pricing strategy.

The reciprocal exchange, self-insured liability program offered through OSBIE has provided tremendous stability to the premiums school boards pay. It should be noted that when renewing a board's subscription with OSBIE, the subscription commits the Board to a five-year term. Over the previous term with OSBIE, the open insurance market, which renews annually, has not been able to respond in a consistent and favourable way in comparison to the OSBIE coverage. Over the next five-year period with so much uncertainty in the marketplace resulting from the tragic events of September 11, 2001, an OSBIE presence will help in providing a stable alternative within this industry.

To highlight: OSBIE's General Liability Insurance is designed to protect a person or an entity, such as a school board, against any legal responsibility arising out of a negligent act or a failure to act as a prudent person would have acted, which results in bodily injury or property damage to another party. Employees are covered whenever they are working within the scope of their duties for the Board on Board-approved activities except in the case of criminal acts.

All Board employees are insured under the Board's Liability Policy including: Teachers, Administration staff, Volunteers, Trustees, Co-op students while engaged in work assignments and sporting officials/referees at school events. All are covered while acting within the scope of their duties as defined by the Board.

The liability policy includes protection for any activity approved by the Board up to a limit of \$20 million for actions brought against the Board.

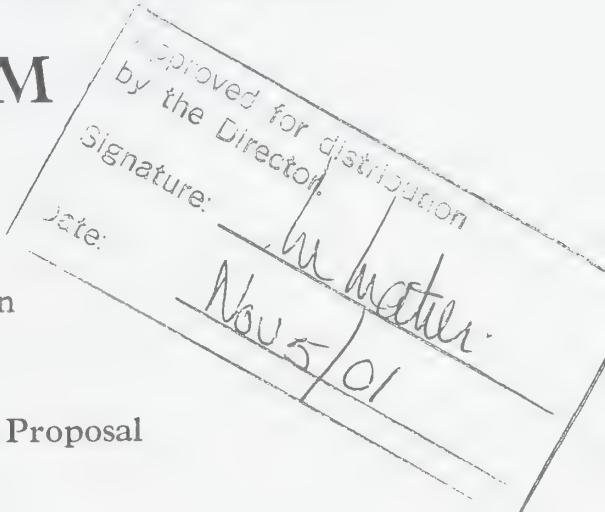
The OSBIE venture is yet another example of how the Hamilton-Wentworth District School Board has entered into a variety of programs designed to maximize benefits to the system while being fiscally responsible.

A handwritten signature consisting of a stylized 'D' and a dash.

THE HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD

MEMORANDUM

To: Merv Matier, Director of Education
 From: Wayne Joudrie, Superintendent of Education
 Date: November 8, 2001
 Subject: A.M.Cunningham—Family Lunch Room Proposal



Recommended Action:

Moved by _____, that the report on A.M.Cunningham—Family Lunch Program be received for information.

Background:

Approximately 3 years ago, a group of parents requested the use of a surplus portable as a "Family Lunch Room". This was approved by the incumbent principal. When Sue Ward was assigned principal at A.M.Cunningham in September 2000, she expressed some concern regarding the safety and liability issues related to this procedure. After her initial investigation, it was determined that the portable was unsafe and the program was discontinued. On two documented occasions in 2000-2001, the issue was raised at School Council. In both cases, School Council supported the principal's position that the program not be reinstated.

In the fall of 2001, a Home & School meeting was held where the issue of Family Lunch Program was placed on the agenda. At this meeting, the membership unanimously (8:0 vote) supported a motion to advocate for this program at the Board level.

On October 11th, a delegation representing parents supportive of the program presented to Business Committee. Upon hearing the delegation, a motion was passed referring the issue to administration, with the expectation of a follow up report.

On October 16th, the A.M.Cunningham School Council met to discuss this issue. The result of the discussion was a motion to designate two members of School Council to meet with representatives from Home & School and Administration to help resolve this ongoing conflict.

Conflict Resolution Process:

A six-step conflict resolution process was used to help address the impasse. The steps are listed on Appendix A.

The representative group met three times. The first two meetings were used to:

1. define the Family Lunch Program,
2. identify issues related to the program,
3. identify possible options for coordination, and
4. short list options for public input.

The third meeting occurred after soliciting input from the larger A.M.Cunningham community. The vehicle used to get the input is identified on Appendix B (3 pages).

The results of the input is summarized in Appendix C.

The results were shared with the representative committee. A follow up discussion ensued with the intent of reaching consensus within the group with respect to a direction on this issue.

After a very open and honest discussion, the committee came to a consensus decision which is:

**To support an Integrated Lunch Room Program Pilot.
Details of the Pilot will be developed promptly to allow for
a speedy implementation of the program**

One of the consistent messages received by the committee was the need to implement a series of team-rebuilding activities to help improve the relationship conflict that has developed as part of the ongoing debate on this issue. Administration will work with parents to ensure this process is achieved.

The representative committee members are to be commended for their efforts at placing the needs of the students at the forefront of the debate. With their help and guidance, I am confident that A.M.Cunningham can continue its tradition of academic and social excellence within the Hamilton Wentworth District School Board.

A.M. Cunningham School

Family Lunch Program

Conflict Resolution Process

Stages	Tasks	Date
Step 1: Convene meeting of representatives from all groups (2 reps/group)	1. Share results of issues/interests 2. Note common ground 3. Generate options based upon issues/interests.	Before Oct. 27
Step 2: Share Options with larger community.	1. Share options and their relation to the issues/interests 2. Solicit input regarding options	Before Nov. 3
Step 3: Reconvene Representative Group	1. Discuss results of public input 2. Select a recommended option(s)	Before Nov. 3
Step 4: Report to Exec Council	1. Share process and results	Nov. 6
Step 5: Report to Board	1. Share process and results	Nov. 8
Step 6: Implement Solution		ASAP





The Hamilton-Wentworth District School Board

P.O. Box 2558
100 Main Street West
Hamilton, Ontario
L8N 3L1

Office of Wayne Joudrie
Superintendent of Education
Phone: 905/527-5092, ext.2323
Fax: 905/521-2537
E-mail: wjoudrie@hwdsb.on.ca

October 26, 2001

TO: A. M. Cunningham School Parents & Staff
RE: FAMILY LUNCH PROGRAM

A small committee including: Wayne Joudrie, (Chair) Supt. of Education
Sue Ward, Principal
Helen Lakich, School Council
Carol Malec, School Council
Lynn Patterson, Home & School
Jean Lewis Knight, Home & School

has been reviewing options and issues related to the concept of a Family Lunch Program at A. M. Cunningham School.

The committee has defined Family Lunch Program. They have identified outstanding concerns/issues related to the program. The committee also generated 10 options to help resolve our impasse. From the list of 10 options, three were selected as viable for your consideration.

YOUR INPUT IS REQUESTED

The committee would like your input prior to coming to a final determination. Please review the 3 options attached. A survey sheet is also attached for your response. The survey is not a vote, but will help to instruct the committee members in their deliberation.

It is the committee's hope to review the options and make a final recommendation prior to November 3, 2001.

WHAT IS A FAMILY LUNCH PROGRAM?

WHY?	<ul style="list-style-type: none"> • Shift workers can have lunch with their children. • Transportation issues to/from school minimized. • Distance issue (especially Fr.Imm. Parents). • Participation in sports & extra-curricular activity enhanced. • Quality time with children enhanced. • Six hour block without parental contact minimized. • Having all kids at school for lunch supports social integration.
WHO?	<ul style="list-style-type: none"> • Parents and grandparents only.
WHAT?	<ul style="list-style-type: none"> • Need a space, warm & dry.
WHERE?	<ul style="list-style-type: none"> • Anywhere will do/ not critical.
WHEN?	<ul style="list-style-type: none"> • Will follow school timelines (20/20/20 or 30/30)
HOW MANY?	<ul style="list-style-type: none"> • 10 families (5-6 per day average)

Sincerely,
Wayne Joudrie
Superintendent of Education

WJ/id

OPTION 1: Family Lunch Program—Full Implementation

Issues/Concerns	Comments
Liability expenses to Board.	<i>Home & School Insurance Certificate may cover liability.</i>
Space requirement problems/no teachers willing to offer/"invasion of space"/Privacy Issues.	<i>One Kindergarten room potentially available. Privacy issues are outstanding.</i>
Cleaning staff requirements.	<i>Parents who participate will ensure cleanliness.</i>
Supervision issues (In School / On Yards / Washroom, etc.)	<i>School routines and schedules will be followed. Parents will only be responsible during eating period.</i>
Attendance keeping for students (which lunch room?)	<i>Process would need to be developed.</i>
Identification monitoring of parents in school.	<i>Sign-in procedure would be used.</i>
Equity issue—not all children will participate.	<i>Inequity would exist.</i>
Teacher frustration regarding additional responsibility/workload.	<i>Clear expectations would minimize teacher effort/workload.</i>
Precedent setting for other schools/across Board/quality control.	<i>Yes, this is precedent setting. Recommend as "Pilot" project to ensure quality control.</i>
Process has created many hard feelings and anger.	<i>Some form of team-building activity will be essential in correcting the current relationships/conflicts.</i>

OPTION 2: Family Lunch Program—Limited Frequency, 1x/week

Issues/Concerns	Comments
Liability expenses to Board.	<i>Home & School Insurance Certificate may cover liability. Risk minimized due to reduced frequency.</i>
Space requirement problems/no teachers willing to offer/"invasion of space"/Privacy Issues.	<i>One Kindergarten room potentially available. Privacy issues are outstanding.</i>
Cleaning staff requirements.	<i>Parent who participate will ensure cleanliness.</i>
Supervision issues (In School / On Yards / Washroom, etc.)	<i>School routines and schedules will be followed. Parents will only be responsible during eating period.</i>
Attendance keeping for students (which lunch room?)	<i>Process would need to be developed.</i>
Identification monitoring of parents in school.	<i>Sign-in procedure would be used.</i>
Equity issue—not all children will participate.	<i>Inequity would exist and likely be greater than the full implementation.</i>
Teacher frustration regarding additional responsibility/workload.	<i>Minimizes frustration re: workload, etc.</i>
Precedent setting for other schools/across Board/quality control.	<i>Yes, this is precedent setting. Recommend as "Pilot" project to ensure quality control.</i>
Process has created many hard feelings and anger.	<i>Some form of team-building activity will be essential in correcting the current relationship/conflict.</i>

**OPTION 3: Integrated Lunch Program—
Parents Integrated into current Lunch Classes**

Issues/Concerns	Comments
Liability expenses to Board.	<i>No additional liability due to teacher supervision.</i>
Space requirement problems/no teachers willing to offer/"invasion of space"/Privacy Issue.	<i>No additional space needed.</i>
Cleaning staff requirements.	<i>No additional cleaning needed.</i>
Supervision issues (In School / On Yards / Washroom, etc.)	<i>No additional supervision required. Teachers on regular duty schedule.</i>
Attendance keeping for students (which lunch room?)	<i>Regular attendance process used. Some accommodation for combining siblings in one room needed.</i>
Identification monitoring of parents in school.	<i>Regular sign-in procedures.</i>
Equity issue—not all children will participate.	<i>Inequity will exist. The inequity would be more obvious to students.</i>
Teacher frustration regarding additional responsibility/workload.	<i>May be minimized through integration.</i>
Precedent setting for other schools/across Board/quality control.	<i>Yes, this is precedent setting. Recommend as "Pilot" project to ensure quality control.</i>
Process has created many hard feelings and anger.	<i>Some form of team-building activity will be essential in correcting the current relationship/conflict.</i>

***** PLEASE "TEAR OFF" AND RETURN THIS BOTTOM PORTION TO *****
A.M. CUNNINGHAM'S SCHOOL OFFICE by WEDNESDAY, OCTOBER 31, 2001.

FAMILY LUNCH PROGRAM SURVEY

- I am likely to use the Family Lunch Program if approved.
- I am unlikely to use the Family Lunch Program if approved.
- I am a staff member at A.M. Cunningham.

OPTION 1—Family Lunch Program—Full Implementation.

Comments/Suggestions:

OPTION 2—Family Lunch Program—Limited Frequency, 1X/week.

Comments/Suggestions:

OPTION 3—Integrated Lunch Program—Parents Integrated into Current Lunch Classes.

Comments/Suggestions:

Additional Comments/Considerations for Committee:

A.M. Cunningham School
Family Lunch Program
 Survey Results

	Parents "likely to use"	Parents "unlikely to use"	Staff	Totals
Respondents	(22) 21	(46) 47	(12)	(80)
Option 1 (Full)	16 15	8 1	0	16
Option 2 (Limited)	6	2	0	8
Option 3 (Integrated)	4	8	2	14
No Program	0	38	10	48
TOTALS	26	48	12	86

*** NOTE: some parents selected more than 1 option.

November 8, 2001

#10

TO: Merv Matier, Director

FROM: Anthony Cupido, P.Eng., Superintendent

RE: ENGINEERING & CONSULTING SERVICES

Approved for distribution
by the Director

Signature: M. Matier

Date: Nov 2 /01

Recommendation:

Moved by _____, seconded by _____ that the Engineering and Consulting firms listed in Appendix A be short-listed for selected projects with fees less than \$25,000. and shall be assigned by the Superintendent of Plant Services as required.

Background:

During the past several years, the selection of Consulting Engineers and other specialty Consultants have been based on past experience(s). The Superintendent of Plant Services, along with the Manager of Purchasing, have initiated a process to provide an equitable and fair selection of firms who are capable of providing services to our Board.

The attached listing of companies represent those that responded to a Request for Proposal (R.F.P.), for Engineering and Consulting Services, issued by the Hamilton-Wentworth District School Board in November of 2000.

The purpose of the proposal was to short-list firms in advance, which would minimize the requirement of soliciting competitive proposals or quotes for all individual projects.

Conditions provided for in the submitted proposals include:

1. The Board reserves the right to select more than one engineering and/or consulting firm for each discipline.
2. The Board expects that the majority of work will go to those firms selected through the R.F.P. process. However, the Board reserves the right to use alternate firms to meet the needs of the Board.
3. The Board will endeavour to award work on an equal basis to those firms selected where practical.
4. The Board reserves the right to revise (i.e. add or remove vendors) the list of qualified bidders on an annual basis, throughout the 5-year term.
5. Notwithstanding the results of the R.F.P., the Board reserves the right to award projects based on competitive proposals or quotes.

Further to these conditions listed it is the intent of the Plant Services Department to limit the costs of services awarded through this process to a maximum fee of \$25,000. per project. It is anticipated that such maximum will be adequate to address the majority of Engineering and Consulting Services. Fees greater than \$25,000. will require Board approval on a case by case basis.

With reference to the Procurement Policy (Item 12), services provided by Consulting Engineers may be exempt from the policy through Board motion.

A similar arrangement is in place for Architectural services and has been successful. The Superintendent of Plant Services is proposing that Engineering services which may require fees exceeding \$25,000. be retained and awarded through a proposal call or quotation in accordance with the current Procurement Policy.

Professional fees for these services are referred to the Professional Engineers of Ontario (P.E.O.) fees schedule or negotiated based on scope, complexity and technical content. In no case would individual rates exceed the P.E.O. schedule.

AC/bb



	A	B	C	D	E	F	G	H	I	J	K	L	M
1	NAME	CITY	Engineering										
2			Electrical	Mech	Municipal	Geotech	Envirnmtl	Building	Roofing	Structural	Land	HVAC	Plumbing
3											Services	Sciences	Dvlpmnt
4	Brian Beninger P. Eng.	Beamsville		x							x	x	
5	Buss Roof Inspection Services Inc.	Troy								x			x
6	Doug Mann Enterprises Inc.	Grimsby						x		x		x	
7	Earth Tech Canada Inc.	Hamilton	x	x				x	x		x	x	
8	Filer Engineering Ltd.	Millgrove		x								x	
9	Fire Code Maintenance & Consulting	Hamilton											
10	Fishburn Roofing Science Engineers	Hornby					x	x					
11	G. O'Connor Consultants Inc.	Burlington											
12	Garwood-Jones & Hanham Architects	Hamilton											
13	Group Eight Engineering Ltd.	Hamilton	x	x			x			x		x	
14	Harry Lennard Architect Inc.	Burlington											
15	Hatch	Hamilton	x	x		x	x	x	x	x	x	x	
16	Haye Property Service	Hannon	x	x			x	x	x	x	x	x	
17	IRC Building Sciences Group Inc.	Mississauga					x	x	x	x	x	x	
18	Jocelyn Roofing Consult	Hamilton					x		x	x	x	x	
19	Ken Youngs	Waterdown		x	x	x				x		x	
20	Lancaster Sheet Metal Ltd.	Hamilton											
21	Lanhack Engineering Inc.	Burlington											
22	Lenco Enterprises	Burlington									x		
23	Mid-Can Elevator Consulting Inc.	Hamilton									x		
24	Millennium Engineering Ltd.	Burlington	x	x			x			x	x	x	
25	Norm Benn Technical Services	Mississauga											
26	Novitherm Canada Ltd.	Oakville											
27	NRG Consultants Inc.	Ancaster											
28	Ontario Environmental & Safety Network Ltd.	St.Catharines											
29	Paul S. Leskew & Assoc.	Orillia											
30	Pelo MacCallum Ltd. Consulting Eng.	Hamilton					x	x	x	x	x	x	
31	Philips Engineering	Burlington		x			x		x	x	x	x	
32	PT Engineering Consulting	Hamilton	x	x									
33	Rondar Engineering & Technical Services	Hamilton	x			x		x	x	x	x	x	
34	S.Llewellyn & Associates Ltd Consulting	Burlington		x									
35	S.P. Design Inc.	Hamilton									x		
36	Soil-Mat Engineers & Consultants Ltd	Hamilton					x	x	x	x	x	x	
37	Stantec Consulting Ltd.	Hamilton	x	x		x		x	x	x	x	x	
38	Svedas Koyanagi Architects Inc.	Burlington									x	x	
39	Sydney Woods	Dundas					x	x	x	x	x	x	
40	Urbex Engineering Lts	Hamilton					x				x	x	
41	Vanguard Pacific	Hamilton								x		x	
42	Wat	Woodbridge		x				x	x	x	x	x	x

10-1

	A	B	C	D	F	G	H	I	J	K	M
1	Name	City	Consulting								
2			Project	Life	Electrical	Prevntv	Paving	Boiler	Fire	Site	Playgroud
3			Mngmnt.	Safety		Maintnc			Safety	Imprmnt.	Sheet Mtl
4	Brian Beninger P. Eng.	Beamsville									Asbestos
5	Buss Roof Inspection Services Inc.	Troy	x								
6	Doug Mann Enterprises Inc.	Grimsby	x								
7	Earth Tech Canada Inc.	Hamilton		x		x	x	x	x	x	
8	Filer Engineering Ltd.	Millgrove	x				x	x	x	x	
9	Fire Code Maintenance & Consulting	Hamilton		x				x			
10	Fishburn Roofing Science Engineers	Hornby	x			x	x	x	x	x	
11	G O'Connor Consultants Inc.	Burlington				x	x	x	x	x	
12	Garwood-Jones & Hanham Architects	Hamilton									
13	Group Eight Engineering Ltd.	Hamilton	x	x	x	x	x	x	x	x	
14	Harry Lennard Architect Inc.	Burlington	x			x	x	x	x	x	
15	Hatch	Hamilton	x			x	x	x	x	x	
16	Haye Property Service	Hannon	x	x	x	x	x	x	x	x	
17	IRC Building Sciences Group Inc.	Mississauga	x								
18	Jocelyn Roofing Consult	Hamilton									
19	Ken Youngs	Waterdown			x			x			
20	Lancaster Sheet Metal Ltd.	Hamilton									
21	Lanhack Engineering Inc.	Burlington	x					x			
22	Lenco Enterprises	Burlington									
23	Mid-Can Elevator Consulting Inc.	Hamilton									
24	Millennium Engineering Ltd.	Burlington					x				
25	Norm Benn Technical Services	Mississauga	x		x		x				
26	Novilthern Canada Ltd.	Oakville					x				
27	NRG Consultants Inc.	Ancaster			x			x			
28	Ontario Environmental & Safety Network Ltd.	St.Catharines	x					x			
29	Paul S. Leskew & Assoc.	Orillia									
30	Peto MacCallum Ltd. Consulting Eng.	Hamilton	x		x	x	x				
31	Phillips Engineering	Burlington		x	x						
32	PT Engineering Consulting	Hamilton	x	x		x					
33	Rondar Engineering & Technical Services	Hamilton									
34	S.Llewellyn & Associates Ltd Consulting	Burlington			x			x			
35	S.P. Design Inc.	Hamilton									
36	Soil-Mat Engineers & Consultants Ltd	Hamilton				x	x	x	x	x	
37	Stantec Consulting Ltd.	Hamilton	x	x	x	x	x	x	x	x	
38	Svedas Koyanagi Architects Inc.	Burlington									
39	Sydney Woods	Dundas				x			x		
40	Urbez Engineering Lts	Hamilton	x								
41	Vanguard Pacific	Hamilton	x			x					
42	Water Matrix	Woodbridge	x	x	x	x	x	x	x	x	

10-2

NAME	CITY	Other											
		Architctd	Fields	Playgrnds	Air	Stage	Traffic	Facilities	Training	Safety	Noise	Scorebd	Elevator
			Tracks		Quality	Lght, Snd	Impact	Mngmnt		Training	Studies		
Brian Beninger P. Eng.													
Buss Roof Inspection Services Inc.	Beamsville												
Doug Mann Enterprises Inc.	Troy												
Earth Tech Canada Inc.	Grimsby												
Filer Engineering Ltd.	Hamilton	x	x	x	x	x	x	x	x	x	x	x	
Fire Code Maintenance & Consulting	Hamilton												
Fishburn Roofing Science Engineers	Hornby												
G. O'Connor Consultants Inc.	Burlington	x	x	x	x	x	x	x	x	x	x	x	
Garwood-Jones & Hanham Architects	Hamilton	x	x	x	x	x	x	x	x	x	x	x	
Group Eight Engineering Ltd.	Hamilton												
Harry Leonard Architect Inc.	Burlington	x	x	x	x	x	x	x	x	x	x	x	
Hatch	Hamilton												
Haye Property Service	Hannon												
IRC Building Sciences Group Inc.	Mississauga												
Jocelyn Roof Consult													
Ken Youngs	Waterdown		x	x	x	x	x	x	x	x	x	x	
Lancaster Sheet Metal Ltd.	Hamilton												
Lanhack Engineering Inc.	Burlington												
Leno Enterprises	Burlington												
Mid-Can Elevator Consulting Inc.	Hamilton												
Millennium Engineering Ltd.	Burlington												
Norm Benn Technical Services	Mississauga												
Novithern Canada Ltd.	Oakville												
NRG Consultants Inc.	Ancaster												
Ontario Environmental & Safety Network Ltd.	St.Catharines												
Paul S. Leskew & Assoc.	Orillia												
Peto MacCallum Ltd. Consulting Eng.	Hamilton			x	x	x	x	x	x	x	x	x	
Philips Engineering	Burlington												
PT Engineering Consulting	Hamilton												
Rondar Engineering & Technical Services	Hamilton												
S.Llewellyn & Associates Ltd Consulting	Burlington												
S.P. Design Inc.	Hamilton												
Soil-Mat Engineers & Consultants Ltd	Hamilton												
Stantec Consulting Ltd.	Hamilton	x	x	x	x	x	x	x	x	x	x	x	
Svedas Koyanagi Architects Inc.	Burlington												
Sydney Woods													
Urbex Engineering Lts	Hamilton		x	x	x	x	x	x	x	x	x	x	
Vanguard Pacific	Hamilton	x	x	x	x	x	x	x	x	x	x	x	
Water Matrix	Woodbridge		x	x	x	x	x	x	x	x	x	x	



#11

November 8, 2001

TO: Merv Matier, Director of Education and Secretary
FROM: A. Cupido, P.Eng., Superintendent of Plant Services
RE: Tender Results – G. R. Allan School Project

Approved for distribution
by the Director.

Signature: M. Matier
Date: Nov 2 / 01

Recommended Action:

Moved by _____ seconded by _____ that
the proposed mechanical improvements at G.R. Allan School be awarded to Mattina Mechanical
Ltd., 38 Imperial Street, Hamilton, ON L8L 4E3, in the amount of \$248,000. + GST.

Background:

Provisions were made in the 2000-2001 and 2001-2002 Building Renewal Budget for
mechanical upgrades to this school

The mechanical exhaust and supply systems in this building were decommissioned or
abandoned many years ago. With the installation of new windows (under the Energy Program)
an emphasis was placed on installing new mechanical systems. Some preliminary work had to
commence in the summer to allow for a new hydro service in time for school start-up.

A letter of recommendation from the Consulting Engineer is shown in Appendix A.

Financial Analysis:

Approved Budget 2000/2001	50,000.
Approved Budget 2001/2002	200,000.
	<u>\$250,000.</u>

Low Bidder \$248,000. + GST

The low bid is consistent with the budget estimate and is a firm from Hamilton.

AC/bb

Att.



October 31, 2001

Kevin Morton
 Energy Services Co-ordinator
 The Hamilton-Wentworth District School Board
 100 Main Street West
 Hamilton, ON L8N 3L1

Dear Kevin:

Re: Bid Analysis/Summary for G.R. Allan School

The following is our bid analysis/summary for this school:

	Ainsworth	BM _L	Mattina	Kirk	Kerr	LJ Barton
1. Price	\$264,100	\$288,973	\$248,000	Declined	Declined	Declined
2. Taxes	Extra	Extra	Extra			
3. Scope of Work As per Bid Document	No duct cleaning	No power supply & A/C single unit	Yes			
4. Delivery Completion of project as specified	Yes	-	Yes			

Notes:

1. Bid Document went out to six (6) bidders.
2. Three bidders responded and three bidders declined.
3. Ainsworth and BM_L did not include for items as noted in above table, item 3.

Recommendations:

Recommend Mattina Mechanical Ltd.:

- Lowest bidder (\$248,000).
- Satisfies the specifications stipulated in the Bid Document.
- Satisfies the Construction Schedule requirement.

The above is based on satisfying the pre-award meeting questions posed by Kevin Morton and Hatch to Mattina on July 27/01 and October 12, 2001.

If you have any questions, please call

Yours very truly,

Hubert Coutts, P.Eng.
 Project Manager

HC:sb
 Ref DOCUMENT4
 cc: A. Cupido - HWDSB



From the October 25, 2001 Special Meeting of the Business Committee

4. Special Education Student Transportation

It was moved by I. Thompson: That a full report on Special Education Student Transportation be brought to the next meeting of the Business Committee, including the costs of utilizing taxicabs versus mini buses, why the use of taxicabs to transport special education students and the training of drivers.

It was moved in amendment by R. Barlow: That the motion be referred to the next meeting of the Business Committee.

CARRIED, 7 FAVOUR, 4 OPPOSED.

5. Smoking Policy – referred by Board Motion

M. Matier introduced Trustee Ian Thompson to the Committee.

I. Thompson stated he had received several complaints regarding the smoking on school property blocking school traffic and clogging up the sidewalks. He believes the province and federal government need to take an action of zero tolerance re smoking.

J. Byers noted that both former Boards' Smoke-Free policies recommended that there be no smoking on Board property. He felt any consequences for a student who does smoke on the property should be addressed through the Suspension Policy.

R. Schofield noted she supports what is being said about the risks involved in smoking in adolescents; however, she believes it would be a challenge to try to change this. This would be a large amount of work for staff if there was a suspension given for what is considered common behaviour.

Agreeing with these sentiments, T. Christie felt this requires further investigation. She also wondered if this would impact on parents who smoke on school grounds when accompanying their children before school.

J. Byers pointed out it is illegal for students under 19 to purchase tobacco or smoke; however, not to be in possession of cigarettes.

R. Schofield suggested asking the Public Health Department if they would be able to advise on the consequences of this.

R. Woodworth pointed out that the policies of the former boards are clear; however, the Board wanted JAC's opinion regarding the three-day suspension on the first infraction of smoking.

M. Matier agreed noting that, irrespective of how this is handled, what is needed is a sense of whether or not the group feels strongly that the first infraction if caught smoking is a three-day suspension.

M. McNabb felt strongly that this should not be a three-day suspension.

R. McGall, speaking as a secondary school principal, felt strongly in-favour of a warning before the suspension. He felt in the long run, this is a more effective way of handling this information.

Members expressed the following points:

- A warning should be given before an actual suspension is administered
- JAC shouldn't vote on a matter for which they don't have a mandate
- The Board doesn't yet have an amalgamated Smoke Free Policy
- This could be referred to the committee that will study the Smoke Free Policy

It was moved by J. Bishop: That the Board proceed in developing a Smoke-Free Policy committee and that the concerns of Trustee Thompson be referred to this committee, as JAC is not prepared to support this motion at this time.

CARRIED UNANIMOUSLY.

REPORT OF THE
JOINT ADVISORY COMMITTEE
OCTOBER 9, 2001

RECOMMENDED ACTION

It is moved by _____, seconded by _____ that the Report of the Joint Advisory Committee dated October 9, 2001 be approved.

4. Smoking Policy

It was moved by J. Bishop: That the Board proceed in developing a Smoke-Free Policy committee and that the concerns of Trustee Thompson be referred to this committee, as JAC is not prepared to support this motion at this time.





NOTICE OF MOTION – IAN D. THOMPSON

June 7, 2001

Madam Chair:

WHEREAS cigarette smoking causes about 30% of cancers in Canada
(2000 Cdn Cancer Statistics)

WHEREAS cigarette smoking is the cause of over 80% of lung cancer cases.
(2000 Cdn Cancer Statistics)

WHEREAS lung cancer is the leading cause of cancer deaths in men and women.
(2000 Cdn Cancer Statistics)

WHEREAS tobacco causes over 40, 000 deaths per year in Canada.
(2000 Cdn Cancer Statistics)

WHEREAS the legal age to purchase and smoke tobacco products is 19 years of age.

WHEREAS the majority of students in Hamilton-Wentworth District School Board are under the age of 19.

THEREFORE be it resolved that Hamilton-Wentworth District School Board amend its Smoke-Free Policy to read as follows:

Action

In the School Building and On School Property:

ALL Violations

The principal **MUST** suspend the student for three (3) days according to Operating Procedure SP-20 [Suspension of Pupil] (see Section 3.12 of the Drug Education Policy) and section 2.2.7, of the Drug Education Policy (re follow-up interventions).

Ian D. Thompson
Trustee, Ward 13 (Dundas)



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